

**Policy Name:** Annual Security Report - SCHS  
**Policy Number:** ADM 9.03  
**Title of Policy Owner:** Dean of Administration  
**Policy Type:** RHEI/Shared Services BSMCON SCHS SOMI  
**Approved by:** RHEI Leadership Team  
**Effective Date:** 8/1/2023  
**Version:** 1.1  
**Policy Status:** Approved

**I. Policy**

*The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, (Clery Act) requires Southside College of Health Sciences (SCHS) to prepare, publish, and distribute a report concerning campus crime statistics and security policies on an annual basis.*

**II. Purpose**

To provide guidance aimed at keeping SCHS in compliance with the Clery Act.

**III. Scope**

This policy applies to all SCHS faculty, staff, students, and visitors.

**IV. Definitions**

SCHS Clery Geography includes any space used by the SCHS community that is considered (1) on campus, (2) on public property within or immediately adjacent to the campus, and (3) in or on non-campus buildings or property that our institution owns or controls.

Space is “controlled” by SCHS when a written agreement for the use of space allows SCHS to lease, borrow, or use the space during or for a specified time.

**On Campus**

- *Any building or property owned or controlled by SCHS within the same reasonably contiguous geographic area and used by SCHS in direct support of, or in a manner related to, SCHS’s educational purposes; and*
- *Any building or property that is within or reasonably contiguous to the area identified above, that is owned by SCHS but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).*
- SCHS has only one campus located at 430 Clairmont Court, Colonial Heights, VA 23834. “On campus” includes all physical property owned or controlled by SCHS which is contiguous to these addresses.

**Public Property**

- *All public property, including thoroughfares, streets, sidewalks, and parking facilities, located within the campus, or immediately adjacent to and accessible from the campus.*
- All sidewalks and streets adjacent to the above SCHS campus location make up its public property geography. This includes the overflow parking lot located 430 Clairmont Court building.

**Non-Campus**

- *Any building or property owned or controlled by a student organization that is officially recognized by SCHS; or*
- *any building or property owned or controlled by SCHS that is used in direct support of, or in relation to, SCHS's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of SCHS.*

**V. Policy Details**

The Dean of Administration compiles SCHS's Annual Security Report. The report contains statistics about specific crimes and incidents that have been reported to SCHS's administration over the past three years and which occurred either on-campus, in off-campus buildings or property owned or controlled by SCHS, or on public property adjacent to the campus, collectively referred to as the SCHS Clery Geography. The Report also contains policies and practices pertaining to campus security, crime reporting, alcohol and drugs, victims' assistance programs, student discipline, campus resources, community safety alerts, crime prevention, access to campus facilities, and personal safety tips. The Report describes how and to whom students may report crimes.

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), by no later than October 1<sup>st</sup>, SCHS posts its Annual Security Report (ASR) to the Consumer Information portion of its website. SCHS also notifies the campus community of the ASR posting once available. Copies of the annual Report may be obtained in person from the Office of the Dean of Administration. Electronic copies may be obtained at <https://www.schs.edu/campus-safety-and-security-0>. Copies of the report will be provided to any prospective SCHS student or associate upon request.

**VI. Attachments**

None

**VII. Related Policies**

ADM 9.10 Campus Safety and Security

**VIII. Disclaimers**

Nothing in this policy creates a contractual relationship between Southside College of Health Sciences (SCHS) and any party. SCHS, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

**IX. Version Control**

Version	Date	Description	Prepared by
1.0	5/11/2020	Revisions (legal) and new template	Dean of Administration
1.1	5/2/2023	Minor changes	Dean of Administration