

Health and Safety Information and Policies

As a member of the SSAG community, you will learn that students, faculty, staff and visitors all work together to maintain a pleasant and safe campus environment. We want your stay here, as student, faculty, staff or visitor, to be an enjoyable one.

Drug and Alcohol Prevention Program

Based on the Drug Free Schools and Communities Act Amendments of 1989 (Public Law 101- 226), and to express this Institute's commitment to prevent drugs and alcohol abuse in the school environment, the academy has adopted the following Drug and Alcohol Abuse Prevention Policy, which applies to all students and employees.

It is the policy of the academy to prohibit the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in or on any property owned or controlled by the Academy. We are committed to providing a campus environment free of alcohol abuse and illegal use of alcohol and drugs. To strengthen that commitment, the Academy has adopted and implemented a program that seeks to prevent the abuse of alcohol and drugs, which includes its employees and students.

The policy contains the following sections: Standards of Conduct; Institutional Sanctions; Applicable Legal Sanctions; Health Risks Associated with the Use of Illicit Drugs and the Abuse of Alcohol; Available Drugs and Alcohol Counseling, Treatment, and Rehabilitation; Federal Drug Workplace Act Requirements; and Review.

Standards of Conduct

The unlawful manufacture, dispensation, possession or use of a controlled substance (drugs) and the unlawful possession, use, or both, of alcohol, are prohibited in and on property owned or controlled by the academy.

No employee or student is to report to work, attend class, or participate in any activity while under the influence of one or more illegal drug or alcohol.

The possession and use of alcoholic beverages by employees, students, and guest of the academy are always subject to applicable state alcoholic beverage laws, as well as city ordinances within our service area, and the academy's policy.

Institutional Sanctions

Violation of the policy and laws referenced above by an employee or student will be grounds for disciplinary action up to and including termination or expulsion in accordance with applicable academy policies. Violators may be consistent with local, state, and federal criminal laws. Disciplinary action taken against a student or employee of the academy does not preclude the possibility of criminal charges being filed against that individual. The filing of criminal charges similarly does not preclude disciplinary

action by the Academy. Students or employees who believe disciplinary action was taken in error should follow the grievance procedures outlined in the student or employee handbook as appropriate.

[Applicable Legal Sanctions](#)

Federal Law

Federal law prohibits the illegal possession, manufacture, or distribution of controlled substance. The following information, although not complete, provides an overview of federal penalties for first convictions.

[Denial of Federal Benefits \(21 U.S.C. #862\)](#)

A federal drug conviction may result in the loss of federal benefits, including school loans, grants, scholarships, contracts, and licenses. Federal drug possession convictions may result in denial of federal benefits for up to one year for a first conviction and up to five years for subsequent convictions. Federal drug trafficking convictions may result in denial of federal benefits for up to five years for a first conviction.

[Forfeiture of Personal Property and Real Estate \(21 U.S.C. #853\)](#)

Any person convicted of a federal drug offense punishable by imprisonment for more than one year shall forfeit to the United States any property constituting or derived from any proceeds obtained because of such violation or any property used to commit or facilitate such violation.

[Federal Drug Possession Penalties \(21 U.S.C. #844\)](#)

Federal sanctions for possession of control substances range from minimum fines of \$1,000.00 to \$5,000.00, and /or imprisonment from up to one year to three years, depending on the number of offenses.

[Federal Drug Trafficking Penalties \(21 U.S.C.#841\)](#)

Federal drug trafficking penalties vary and are outlined in the charts found on the Drug Enforcement Administration's website at <http://www.dea.gov/druginfo/ftp3.shtml>.

Florida Law

Possession

Possession of 20 grams or less is a misdemeanor punishable by a maximum sentence of 1-year imprisonment and a maximum fine of \$1,000.

Possession of more than 20 grams is a felony punishable by a maximum sentence of 5 years imprisonment and a maximum fine of \$5,000.

Possession of 25 or more plants is a felony punishable by a maximum sentence of 15 years in jail and a fine of \$10,000. Possession of less than 25 plant is a felony punishable by a maximum sentence of 5 years' imprisonment and a maximum fine of \$5,000.

Sale and/or Delivery

The delivery of 20 grams or less without remuneration is a misdemeanor punishable by a maximum sentence of 1-year imprisonment and a maximum fine of \$1,000.

The sale of 25 lbs. or less is a felony punishable by a maximum sentence of 5 years imprisonment and a maximum fine of \$5,000.

The sale of 25 lbs.-2,000 lbs. (or 300-2,000 plants) is a felony punishable by a mandatory minimum sentence of 3 years imprisonment and a maximum sentence of 15 years imprisonment and a maximum fine of \$25,000.

The sale of 2,000 lbs.-10,000 lbs. (or 2,000-10,000 plants) is a felony punishable by a mandatory minimum sentence of 7 years and a maximum sentence of 30 years imprisonment as well as a maximum fine of \$50,000.

The sale of 10,000 lbs. or more is a felony punishable by a mandatory minimum sentence of 15 years imprisonment and a maximum sentence of 30 years imprisonment as well as a maximum fine of \$200,000.

Sale or delivery within 1,000 feet of a school, college, park, or other specified areas is a felony punishable by a maximum sentence of 15 years imprisonment and a maximum fine of \$10,000.

Hash and Concentrates

Hashish or concentrates are considered schedule I narcotics in Florida. Possession of hashish or concentrates is a felony in the third degree. A felony of the third degree is punishable by a term of imprisonment no greater than 5 years and a fine no greater than \$5,000.

Possessing more than 3 grams of hash, selling, manufacturing, delivering, or possessing with intent to sell, manufacture or deliver, hashish or concentrates is a felony of the third degree. A felony of the third degree is punishable by a term of imprisonment no greater than 5 years and a fine no greater than \$5,000.

The offense is charged as a felony of the second degree if the offense occurred:

- within 1,000 feet of a child care facility between 6 A.M. and 12 midnight;
- within 1,000 feet of a park or community center;
- within 1,000 feet of a college, university or other postsecondary educational institute;
- within 1,000 feet of any church or place of worship that conducts religious activities;
- within 1,000 feet of any convenience business;
- within 1,000 feet of public housing;
- within 1,000 feet or an assisted living facility.

A felony of the second degree is punishable by a term of imprisonment no greater than 15 years and a fine no greater than \$10,000.

Florida defines any product, equipment, or device used to make hashish or concentrates as drug paraphernalia.

Paraphernalia

Possession of drug paraphernalia is a misdemeanor punishable by a maximum sentence of one-year imprisonment and a maximum fine of \$1,000.

Miscellaneous

Conviction causes a driver's license suspension for a period of 2 years.

Mandatory Minimum Sentence

When someone is convicted of an offense punishable by a mandatory minimum sentence, the judge must sentence the defendant to the mandatory minimum sentence or to a higher sentence. The judge has no power to sentence the defendant to less time than the mandatory minimum. A prisoner serving a mandatory minimum sentence for a federal offense and for most state offenses will not be eligible for parole. Even peaceful marijuana smokers sentenced to "life mandatory minimum sentence" must serve a life sentence with no chance of parole.

Health Risks

Specific serious health risks are associated with the use of alcohol and illicit drugs. Some of the major risks are listed below.

Alcohol and Other Depressants (barbiturates, sedatives, and tranquilizers)

Addiction, accidents because of impaired ability and judgment, alcohol poisoning, overdose when used with other depressants, damage to a developing fetus, heart and liver damage.

Marijuana

Impair short-term memory, thinking, and physical coordination. Can cause panic reaction and increase the risk of lung cancer and emphysema. Can interfere with judgment, attention span, concentration, and overall intellectual performance. Impairs driving ability. May cause psychological dependence and compromise the immune system.

Cocaine

Addiction, cardiovascular system damage including heart attack, brain damage, seizures, lung damage, severe depression, paranoia, psychosis. Similar risks are associated with other stimulants, such as speed and uppers.

Nicotine

Tobacco smoke contains thousands of chemical compounds, many of which are known to cause cancer. Nicotine, which is a central nervous system stimulant, produces an increase in heart and respiration

rates, blood pressure, adrenaline production and metabolism. People can rapidly become physically and psychologically dependent on tobacco. Compromises the immune system.

Inhalants

Inhalants are a diverse group of chemicals that easily evaporate and can cause intoxication when their vapors are inhaled. Most inhalants are central nervous system depressants. Use of these drugs slows down many body functions. High doses can cause severe breathing failure and sudden death. Chronic abuse of some of these chemicals can lead to irreversible liver damage and other health problems.

Prescription Drug Abuse

Adverse reactions, dependency, withdrawal, and overdose.

Drug and Alcohol Counseling

A variety of resources exist for alcohol and other drug prevention education, counseling, and referral. Below are various counseling options that may be available from local counseling centers:

Individual assessment and counseling

1. Early intervention, assessment, education, and referral
2. Educational sessions for those concerned about alcohol or another drug use
3. Judicial referrals
4. State mandated offender programs
5. Personalized screening for alcohol use
6. Harm reduction training
7. Support Groups

Educational Programs

1. Speakers on a wide variety of topics related to drug and alcohol use
2. Training for Intervention Procedures (TIPS)
3. Choices
4. Alcohol, drug, and marijuana use programs

Events

1. Alcohol and drug free events
2. Safer Spring Break
3. Make Tailgating Yours
4. Keeping it Safe and Sober (KISS) Parties
5. Mocktail Parties
6. Drunk Driving Simulator Activity
7. Drunk Driving Awareness & Driver Safety Activities

Treatment Options

Below is information on effective treatment approaches for drug abuse and addiction. If you're seeking treatment, you can call the Substance Abuse and Mental Health Services Administration's (SAMHSA's)

National Helpline at 1-800-662-HELP (1-800-662-4357) or go to www.findtreatment.samhsa.gov for information on hotlines, counseling services, or treatment options in the state of Florida.

How is drug addiction treated?

Successful treatment has several steps:

- detoxification (the process by which the body rids itself of a drug)
- behavioral counseling
- medication (for opioid, tobacco, or alcohol addiction)
- evaluation and treatment for co-occurring mental health issues such as depression and anxiety
- long-term follow-up to prevent relapse

A range of care with a tailored treatment program and follow-up options can be crucial to success. Treatment should include both medical and mental health services as needed. Follow-up care may include community- or family-based recovery support systems.

How are medications used in drug addiction treatment?

Medications can be used to manage withdrawal symptoms, prevent relapse, and treat co-occurring conditions.

Withdrawal

Medications help suppress withdrawal symptoms during detoxification. Detoxification is not in itself "treatment," but only the first step in the process. Patients who do not receive any further treatment after detoxification usually resume their drug use. One study of treatment facilities found that medications were used in almost 80 percent of detoxifications (SAMHSA, 2014).

Relapse prevention

Patients can use medications to help re-establish normal brain function and decrease cravings. Medications are available for treatment of opioid (heroin, prescription pain relievers), tobacco (nicotine), and alcohol addiction. Scientists are developing other medications to treat stimulant (cocaine, methamphetamine) and cannabis (marijuana) addiction. People who use more than one drug, which is very common, need treatment for all the substances they use.

- **Opioids:** Methadone (Dolophine[®], Methadose[®]), buprenorphine (Suboxone[®], Subutex[®], Probuphine[®]), and naltrexone (Vivitrol[®]) are used to treat opioid addiction. Acting on the same targets in the brain as heroin and morphine, methadone and buprenorphine suppress withdrawal symptoms and relieve cravings. Naltrexone blocks the effects of opioids at their receptor sites in the brain and should be used only in patients who have already been detoxified. All medications help patients reduce drug seeking and related criminal behavior and help them become more open to behavioral treatments.

- **Tobacco:** Nicotine replacement therapies have several forms, including the patch, spray, gum, and lozenges. These products are available over the counter. The U.S. Food and Drug Administration (FDA) has approved two prescription medications for nicotine addiction: bupropion (Zyban®) and varenicline (Chantix®). They work differently in the brain, but both help prevent relapse in people trying to quit. The medications are more effective when combined with behavioral treatments, such as group and individual therapy as well as telephone quit lines.
- **Alcohol:** Three medications have been FDA-approved for treating alcohol addiction and a fourth, topiramate, has shown promise in clinical trials (large-scale studies with people). The three approved medications are as follows:
 - Naltrexone blocks opioid receptors that are involved in the rewarding effects of drinking and in the craving for alcohol. It reduces relapse to heavy drinking and is highly effective in some patients. Genetic differences may affect how well the drug works in certain patients.
 - Acamprosate (Campral®) may reduce symptoms of long-lasting withdrawal, such as insomnia, anxiety, restlessness, and dysphoria (generally feeling unwell or unhappy). It may be more effective in patients with severe addiction.
 - Disulfiram (Antabuse®) interferes with the breakdown of alcohol. Acetaldehyde builds up in the body, leading to unpleasant reactions that include flushing (warmth and redness in the face), nausea, and irregular heartbeat if the patient drinks alcohol. Compliance (taking the drug as prescribed) can be a problem, but it may help patients who are highly motivated to quit drinking.
- **Co-occurring conditions:** Other medications are available to treat possible mental health conditions, such as depression or anxiety, that may be contributing to the person's addiction.

How are behavioral therapies used to treat drug addiction?

Behavioral therapies help patients:

- modify their attitudes and behaviors related to drug use
- increase healthy life skills
- persist with other forms of treatment, such as medication

Patients can receive treatment in many different settings with various approaches.

Outpatient behavioral treatment includes a wide variety of programs for patients who visit a behavioral health counselor on a regular schedule. Most of the programs involve individual or group drug counseling, or both. These programs typically offer forms of behavioral therapy such as:

- cognitive-behavioral therapy, which helps patients recognize, avoid, and cope with the situations in which they are most likely to use drugs
- multidimensional family therapy—developed for adolescents with drug abuse problems as well as their families—which addresses a range of influences on their drug abuse patterns and is designed to improve overall family functioning

- motivational interviewing, which makes the most of people's readiness to change their behavior and enter treatment
- motivational incentives (contingency management), which uses positive reinforcement to encourage abstinence from drugs

Treatment is sometimes intensive at first, where patients attend multiple outpatient sessions each week. After completing intensive treatment, patients transition to regular outpatient treatment, which meets less often and for fewer hours per week to help sustain their recovery.

Inpatient or residential treatment can also be very effective, especially for those with more severe problems (including co-occurring disorders). Licensed residential treatment facilities offer 24-hour structured and intensive care, including safe housing and medical attention. Residential treatment facilities may use a variety of therapeutic approaches, and they are generally aimed at helping the patient live a drug-free, crime-free lifestyle after treatment. Examples of residential treatment settings include:

- Therapeutic communities, which are highly structured programs in which patients remain at a residence, typically for 6 to 12 months. The entire community, including treatment staff and those in recovery, act as key agents of change, influencing the patient's attitudes, understanding, and behaviors associated with drug use. Read more about therapeutic communities in the Therapeutic Communities Research Report at <https://www.drugabuse.gov/publications/research-reports/therapeutic-communities>.
- Shorter-term residential treatment, which typically focuses on detoxification as well as providing initial intensive counseling and preparation for treatment in a community-based setting.
- Recovery housing, which provides supervised, short-term housing for patients, often following other types of inpatient or residential treatment. Recovery housing can help people make the transition to an independent life—for example, helping them learn how to manage finances or seek employment, as well as connecting them to support services in the community.

Important Contact Information

Agency Name	Contact Number
Drug & Alcohol Treatment Association	(866) 684-6303
Gainesville Police Department	(352) 393-7500
Council on Alcoholism & Drug Dependence	(855) 886-5620
Sexual Assault Trauma Resource Center	(800) 656-4673
Alachua County Crisis Center	(352) 264-6789
National Domestic Violence Hotline	(800) 787-3224
Florida Domestic Violence Hotline	(800) 500-1119
Domestic Violence & Rape Crisis Hotline	(800) 323-4673
Florida Abuse Hotline	(800) 962-2873

Florida AIDS/HIV Hotline
Alachua County Health Dept

(800) 352-2437
(352) 334-7900

Campus Safety and Security Act Policies

The academy is committed to maintain a safe campus environment. The full benefit of academic freedom is only experienced by faculty and students when the Academy is free of violence or criminal activity.

History of the Jeanne Clery Campus Security and Crimes Statistics Act



The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information about crime on and around their campuses. Because the law is tied to participation in federal student financial aid programs it applies to most institutions of higher education both public and private. It is enforced by the U.S. Department of Education.

The "Clery Act" is named in memory of 19-year-old Lehigh University freshman Jeanne Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986. Jeanne's parents, Connie and Howard, discovered that students hadn't been told about 38 violent crimes on the Lehigh campus in the three years before her murder. They joined with other campus crime victims and persuaded Congress to enact this law, which was originally known as the "Crime Awareness and Campus Security Act of 1990."

The law was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights and was amended again in 1998 to expand the reporting requirements. The 1998 amendments also formally named the law in memory of Jeanne Clery. The law was most recently amended in 2000 to require schools beginning in 2003 to notify the campus community about where public "Megan's Law" information about registered sex offenders on campus could be obtained.

Method of Disclosing Information

The academy prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies. Campus crime, arrest and referral statistics include those reported to designated campus officials. These statistics may also include crimes that have occurred in private residences or businesses and is not required by law. Law requires prompt, mandatory reporting to the local law enforcement agency by health care practitioners when they provide medical services to a person they know, or reasonably suspect is suffering from wounds inflicted by a firearm or is a result of assault or abusive conduct.

The Academy shall make the report available to all current students and employees. The academy will also provide potential students and employees with a copy of the Annual Security Report upon request.

Copies of the report may also be obtained from the Financial Aid Office or by calling (352) 331-2424 Ex. 4. or at the www.SSAG.edu website, on the Consumer Information webpage.

Statistical Reporting

The Academy shall annually collect and distribute statistics concerning crimes on campus. All academy staff with significant responsibility for student and campus activities shall report crimes about which they receive information. The academy shall publish an Annual Security Report every year by October 1 that contains statistics regarding crimes committed on campus and at affiliated locations for the previous three years.

The Annual Security Report shall also include policies pertaining to campus security, alcohol, and drug use, crime prevention, the reporting of crimes, sexual assault, victims' assistance program, student discipline, campus resources and other matters.

In the cases of multiple crimes committed during the same incident, the academy will report all the crimes in its statistics. In the case of stalking the academy will report a crime statistic for every year in which the conduct is reported and records each report of stalking as occurring only at the first location within the institution's Clery geography in which a perpetrator engaged in the stalking course of conduct or a victim first became aware of the stalking.

The Academy will disclose the results of disciplinary proceeding to a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, regardless of the outcome. The academy may also disclose to anyone, the results of a disciplinary proceeding in which it concludes that a student violated academy policy with respect to a crime of violence or non-forcible sex offense. The offenses that apply to this permissible disclosure are:

- Arson
- Assault offenses
- Burglary
- Criminal homicide - manslaughter by negligence
- Criminal homicide - manslaughter and non-negligent manslaughter
- Destruction, damage, or vandalism or property
- Kidnapping or abduction
- Robbery
- Forcible sex offenses

The disclosure will only include the result of the disciplinary proceeding with respect to the alleged criminal offense. The academy shall not disclose the name of any other student, including a victim or witness, unless the victim or witness has waived his/her right to confidentiality.

Crime Statistics

This report includes statistic for the previous three years concerning reported crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by the academy; and on public

property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters.

Occurrences within the last three Calendar Years

Criminal Offenses			
On Campus	2015	2016	2017
Murder/Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Rape	0	0	0
Fondling	0	0	0
Sex Offenses - Non-Forcible	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Public Property	2015	2016	2017
Murder/Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Rape	0	0	0
Fondling	0	0	0
Sex Offenses - Non-Forcible	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Hate Crimes			
On Campus	2015	2016	2017
Murder/ Non-negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Simple assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0

Public Property	2015	2016	2017
Murder/ Non-negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0

Arson	0	0	0
Simple assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0

* Hate Offenses: The above crimes of murder, manslaughter, arson, forcible rape and aggravated assault that show evidence of prejudice based on race, religion, sexual orientation, ethnicity or disability as prescribed by the Hate Crimes Statistics Act (28 U.S.C 534) occurred.

VAWA Offenses			
On Campus			
	2015	2016	2017
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

Public Property			
	2015	2016	2017
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

Arrests			
On Campus			
	2015	2016	2017
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Public Property			
	2015	2016	2017
Weapons: carrying, possessing, etc.	0	0	0

Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Disciplinary Actions			
On Campus			
	2015	2016	2017
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Public Property			
	2015	2016	2017
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Unfounded Crimes			
	2015	2016	2017
Total unfounded crimes	0	0	0

Campus Security and Access

Reference: 34 Code of Federal Regulations Part 668.46(b)(3)

During business hours, the academy will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all facilities is by key, if issued, or by admittance via the Campus Director. For periods of extended closing, the academy will admit only those with prior approval to all facilities.

Some facilities may have individual hours, which may vary at different times of year. In these cases, the facilities will be secured according to the schedules developed by the department responsible for the facility.

Areas that are revealed as problematic will be surveyed by the Campus Director, Administrators, or educational staff. This surveying process allows the academy to examine security issues such as landscaping, locks, alarms, lighting, and communications. Additionally, throughout the year, the Directors of the academy meet to discuss issues of pressing concern.

Sexual Harassment, Violence, or Assault

The academy is committed to ensuring an educational environment that is free of sexual harassment, sexual violence, or harassment based on sexual orientation.

Sexual Harassment

Sexual Harassment is defined as intimidating, bullying, threatening or coercion of unwanted sexual advances either physically or verbally including by means of social media and / or technological devices. Sexual harassment can also include an inappropriate promise for sexual favors. Sexual harassment can take the form of crude language of sexual nature, mild annoyances / transgressions to actual sexual assault or sexual abuse.

Unwelcome sexual advances, requests for sexual favors and other verbal and/or physical conduct of a sexual nature may constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly as a term or condition of an evaluation of a student's academic performance, term or condition of participation in student activities or in other events or activities sanctioned by the Academy
- Submission to or rejection of such conduct by an individual is used as the basis for academic decisions or other decisions about participation in student activities or other events/activities sanctioned by the Academy.
- Such conduct has the purpose or effect of threatening an individual's academic performance or creating an intimidating, hostile or offensive educational environment.

Sexual Harassment is a violation of Section 703 of Title VII of the Civil Rights Act of 1964 as amended in 1972, (42 U.S.C s2000e, et, Sequa). This is punishable under both federal and state laws.

Sexual Violence

Sexual violence is any sexual act or attempt to obtain a sexual act by violence or coercion, acts to traffic a person or acts directed against a person's sexuality, regardless of the relationship to the victim. It occurs in times of peace and armed conflict situations, is widespread and is one of the most traumatic, pervasive, and most common human rights violations.

Acts of sexual violence, such as rape, acquaintance rape or other forms of nonconsensual sexual activity or violence or harassment based on sexual orientation. These acts will not be tolerated at the academy as such acts are inappropriate and create an environment contrary to the goals and mission of the academy. Any such acts will be thoroughly investigated and will subject an individual to appropriate disciplinary sanctions and/or possible actions by appropriate law enforcement agencies.

Sexual Assault

Sexual assault is a term that refers to unwanted sexual act against or without a person's consent. It includes any sexual, physical, verbal, or visual act that forces a person to engage in sexual contact against their will or without their consent.

What is rape?

Rape is forced sexual intercourse, including any completed or attempted unwanted vaginal, oral, or anal penetration using physical force (such as being pinned or held down, or using violence) or threats to physically harm (such as killing the victim).

Rape implies that a person isn't capable of consenting to the activity. For example, a person may be impaired by physical, mental, emotional circumstances, including under the influence of alcohol or drugs. A person's status, such as their age, role, or relationship to the perpetrator, may also make the victim unable to give consent.

What is consent?

Consent is the approval or agreement given without force or coercion. Consent also means a person is capable of consciously agreeing to sexual acts. A person cannot give consent if they are impaired by physical, mental, or emotional reasons, as well as their status by age, role, or relationship to the perpetrator.

Prevention of Sexual Crimes

Sexual violence is a serious problem that can have lasting, harmful effects on victims and their family, friends, and communities. The goal of sexual violence prevention is simple—to stop it from happening in the first place. The solutions, however, are just as complex as the problem.

Prevention efforts should ultimately decrease the number of individuals who perpetrate sexual violence and the number of individuals who are victims. Many prevention approaches aim to reduce risk factors and promote protective factors for sexual violence. In addition, comprehensive prevention strategies should address factors at each of the levels that influence sexual violence—individual, relationship, community, and society.

The most common prevention strategies currently focus on the victim, the perpetrator, or bystanders. Strategies that try to equip a potential victim with knowledge, awareness, or self-defense skills are referred to as “risk reduction techniques.” Strategies focused on a potential perpetrator attempt to change risk and protective factors for sexual violence to reduce the likelihood that an individual will engage in sexually violent behavior. The goal of bystander prevention strategies is to change social norms that accept violence and empower men and women to intervene with peers to prevent an assault from occurring. Other prevention strategies address social norms, policies, or laws in communities to reduce the perpetration of sexual violence across the population.

For a list of Prevention Programs go to

<https://www.cdc.gov/violenceprevention/sexualviolence/prevention.html>.

What to Do if You're a Victim of a Sexual Crime

The academy has a zero tolerance for any crime or offenses of a sexual nature, and if appropriate, may change or correct a student's academic situation to provide a better learning environment if reasonably available.

If any student, employee, visitor, or guest of the academy is the victim of a forcible or non-forcible sexual offense they are encouraged to contact the local police department near their current location by calling 911.

In sexual offense cases involving forcible or non-forcible sex it is important that all evidence is preserved for the proof of the offense. Victims of a sexual crime should make every effort to save anything that might contain the perpetrator's DNA, therefore a victim should not:

- Take a bath or shower
- Use the restroom
- Change clothes
- Comb hair
- Clean up the crime scene
- Move anything the offender may have touched

More Information to prevent sexual crimes may be obtained at www.rainn.org.

All disciplinary proceedings regarding sexual crimes, when the accused is found responsible, may result in termination, suspension for a period, probation, an official warning, or any combination of these. In addition, both the accuser and the accused will be entitled to the same opportunities to have others present during a disciplinary proceeding and both will be informed of the outcome of the proceeding that is brought alleging a sexual offense. Informing both the accuser and the accused does not constitute a violation of the Family Education Rights and Privacy Act (FERPA), due to the information being released will only be the final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.

Victims' Rights

Academy staff who receive complaints (for example, Lead Educator, Director of Admissions, and the Director of Financial Aid) of a sexual crime, shall notify the student and/or employee complaining of sexual harassment, violence, or assault of their right to file a sexual discrimination complaint with the academy in addition to filing a criminal complaint, and to report these types of incidents to the Campus Director if the complainant consents.

Sex Offender Registration

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the academy is providing a links to the National and State of Florida Sex Offender Registry.

This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a

student. In the state of Florida, convicted sex offenders must register with the local law enforcement agency.

- National sexual offender database: <http://www.nsopw.gov>
- Florida sexual offender database: <http://www.floridalsexoffender.net>.

The academy provides the links to the above sexual offender and predator databases but is not responsible for the site's maintenance.

Bullying and Harassment Policy

The academy will address issues involving harassment or bullying in any form; student to student; student to staff member(s); staff member(s) to student; or staff member to staff member. All staff members and students have a responsibility to cooperate fully with the investigation of an alleged bullying or harassment complaint.

Bullying means systematically and chronically inflicting physical hurt or psychological distress on one or more students or staff. It is further defined as; unwanted purposeful written, verbal, nonverbal, or physical behavior, including but not limited to any threatening, insulting or dehumanizing gestures by a student or staff that has the potential to create an intimidating, hostile or offensive educational environment or cause long term damage; to cause discomfort or humiliation or unreasonably interfere with the individuals academic performance or participation is carried out repeatedly and is often characterized by an imbalance of power.

Bullying may involve, but is not limited to; unwanted teasing, threatening, intimidating, stalking, cyber stalking, cyber bullying, physical violence, theft, sexual, religious or racial harassment, public humiliation, destruction of the Academy or personal property, social exclusion, including incitement and/or coercion, rumor or spreading of falsehoods.

Harassment is defined as any threatening, insulting, or dehumanizing gestures, use of technology, computer software, or written, verbal or physical conduct directed against a student or employee that places a student or employee in reasonable fear of harm to his or her person or damage to his or her property; has the effect of substantially interfering with a student's educational performance, or employee's work performance; has the effect of substantially negatively impacting a student's or employee's emotional or mental well-being; has the effect of substantially disrupting the orderly operation of the Academy.

If bullying or harassment in any form occurs in the Academy, contact the Gainesville Sheriff's Department to file a report immediately. The Academy will do everything possible to assist in this serious matter. If such a serious offense occurs, it is important to preserve evidence of the criminal offense. Information regarding area counseling centers will be provided upon request by a student or staff member.

If an offense happens where both the accused and the accuser attend the Academy, both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding and will be informed of the Academy's final determination of any Academy disciplinary proceeding with respect to the alleged offense and any sanction that is imposed against the accused. Dismissal may occur following a final determination of said proceedings.

The academy will work with students to change their situation (i.e., allowing the student to take a leave of absence or enroll in a later program) if a change is requested by the victim and the change is reasonably available.

Anti-Hazing Policy

The academy takes a proactive approach to the prevention of hazing. All students and staff are responsible for complying with policies, standards, rules, and requirements for academic and social behavior. All parties have the responsibility to uphold community standards both on and off campus.

Additionally, you should also be aware that the State of Florida Legislature enacted an anti-hazing law in 2005 (www.myfloridahouse.gov/Sections/Bills/billsdetail.aspx?BillId=15706&SessionId=38), the Chad Meredith Act, which provides the following definition of hazing:

Hazing means any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for purposes, including, but not limited to, the purpose of initiation or admission into or affiliation with any organization operating under the sanction of a postsecondary institution.

What is Hazing

"Hazing" includes, but is not limited to:

- Pressuring or coercing the student into violating state or federal law; any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or other forced physical activity that which could adversely affect the physical health or safety of the student;
- Any activity that which would subject the student to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that which could result in extreme embarrassment;
- Other forced activity that which could adversely affect the mental health or dignity of the student.
- Hazing does not include customary athletic events or other similar contests or competitions or any activity or conduct that furthers a legal and legitimate objective.

Penalties for Hazing

In the State of Florida, hazing is a criminal offense and is defined as:

"A person commits hazing, a third-degree felony, when he or she intentionally or recklessly commits any act of hazing upon another person who is a member of or an applicant to any type of student organization and the hazing results in serious bodily injury or death of such other person."

The academy will take swift disciplinary action against individuals and/or groups who are involved in hazing activities. In addition, the Academy will make appropriate referrals to state and local authorities for possible criminal prosecution.

Reporting of Crimes

The academy's Campus Director shall assure that, as required by law, reports are prepared of all occurrences reported to Local Law Enforcement of an arrests for crimes committed on campus that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication. The Campus Director shall further assure that required reports of non-criminal acts of hate violence are prepared. Such reports shall be made available as required by law.

Members of the academy who are witnesses or victims of a crime should immediately report the crime to Local Law Enforcement. In the event an employee is assaulted, attacked or menaced by a student, or any other person, the employee shall notify his/her supervisor as soon as practical after the incident. The supervisor of any employee who is attacked, assaulted or menaced shall assist the employee to promptly report the attack or assault to local law enforcement and the Campus Director. The supervisor himself / herself shall make the report if the employee is unable or unwilling to do so. Reporting a complaint to local law enforcement will not relieve the academy of its obligation to investigate all complaints of harassment.

Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to the academy's staff immediately.

In addition, you may report crimes to the following areas:

Gainesville Police Department	(352) 393-7500
Campus Director	(352) 331-2424 Ex. 7
Lead Educator	(352) 331-2424 Ex. 5
Director of Admissions	(352) 331-2424 Ex. 3
Director of Financial	(352) 331-2424 Ex. 4

Confidentiality

While the reporting disclosure of the act of violence itself is mandated, a victim's identity, or the identity of a third party, may not be disclosed to local law enforcement unless the victim, or third-party witness, consents to being identified after being informed of his or her right to have identifying information withheld. If a victim does not consent to disclosing his or her identity, the alleged perpetrator's identity may not be disclosed either.

Voluntary Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action within the Campus or Criminal Justice Systems, you may still want to consider making a confidential report. With your permission, the Campus Director can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the academy can keep an accurate record of the number of incidents occurring on campus properties. In addition, this will determine where there is a pattern of crime regarding a location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Counselors without Confidential Reporting Procedures

All reports of criminal offenses at the academy will be investigated. The academy does have procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to the Campus Director and, when appropriate, to local law enforcement agencies. When a potentially dangerous threat to the campus community arises, timely reports or warnings will be issued through means listed in the timely warnings section and other appropriate means.

Warnings to the Campus Community

The academy shall publish warnings to the campus community about the following crimes:

- Criminal homicide - murder and non-negligent manslaughter
- Criminal homicide - negligent manslaughter
- Sex offenses - forcible and non-forcible sex offenses
- Domestic Violence, dating violence and stalking
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arrests for liquor law violations, drug law violations, and illegal weapons possession
- Persons who were not arrested for liquor law violations, drug law violations, and illegal weapons possession, but who were referred for campus disciplinary action.
- Crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability and involve larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property, or any other crime involving bodily injury
- Those crimes reported to Campus Staff
- Those that are considered to represent a continuing threat to other students and employees

If a situation arises, either on or off campus, that, in the judgment of the Campus Director constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through the academy's mass notification system (Microsoft Teams) and/or academy e-mail system to

students, faculty, and staff. The information shall be disseminated by the Campus Director, or by supporting staff members in a manner that aids the prevention of similar crimes. Anyone with information warranting a timely warning should report the circumstances to the Campus Director, by phone (352) 331-2424 Ex. 7 or in person.

The academy shall not be required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor. If there is an immediate threat to the health or safety of students or employees occurring on campus, the academy shall follow its emergency notification procedures.

Timely Warnings

If a situation arises, either on or off campus, that, in the judgment of academy officials, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued to staff and students. The warning will be issued through the academy’s mass notification system.

Depending on the circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the academy may also post a notice on the social media providing the academy’s community with more immediate notification.

Anyone with information warranting a timely warning should report the circumstances to the Campus Director, by phone (352) 331-2424 Ex. 7 or in person

Emergency Notifications

Emergency Notifications are a public announcement issued via the academy’s mass notification system of a catastrophic event and/or dangerous situation occurring on campus or in the surrounding community that could result in an imminent threat to the health and/or safety of members of the academy’s community. Emergency notifications are authorized and sent out without delay upon confirmation by the Campus Director, when a situation requires an emergency response that expands beyond the definition of a “timely warning,” such as the occurrence of a Clery Act crime or another type of emergency, such as a fire, infectious disease outbreak, terrorist attack, natural disaster or weather emergencies.

Emergency Response

The academy conducts numerous emergency response exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Academy staff have received training in Incident Command and Responding to Critical Incidents on campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually local authorities, and they typically respond and work together to manage the incident. Depending on the nature of the incident, other local or federal agencies could also be involved in responding to the incident.

Emergency Procedures

Active Shooter/Armed Intruder

An active shooter or armed assault on campus may involve one or more individual's intent on causing physical harm to students, staff and faculty using firearms or other deadly weapons such as a knife, a bomb or other harmful devices.

Immediate Individual Protective Actions – Secure in Place

- Try to remain calm.
- Quickly clear students, staff and faculty from the hallways.
- Close and lock all doors to private offices and classrooms, turn off the lights, any audio-visual equipment and hide.
- If your door cannot be locked, begin stacking and interlocking all available tables and chairs in the doorway to create an obstacle.
- Have everyone get down on the floor, up against a solid interior wall, stay away from windows and doors and Secure in Place.
- If you are in the open and unable to find a room to lockdown in, run away from the sounds of the gunshots or where the problem is and get out any way possible.
- Keep quiet and act as if no one is in the room.
- Do not answer the door.
- Call 911 if possible and give your location and any information you may have about the intruder(s).
- Wait patiently for any guidance from uniformed police officers.
- If you are caught out in the open or exposed area and you cannot get into a classroom or office, you must decide upon a course of action:

Hiding

Look for a safe and secure hiding area. Once in place try to remain calm. Stay hidden until you can contact emergency personnel.

Running

If you think you can safely make it out of the area, then do so. If you decide to run, do not run in a straight line. Attempt to keep objects (trees, vehicles, trash cans, etc.) between you and the hostile person. When away from immediate area of danger, summon help and warn others.

Playing Dead

If the intruder is causing death or physical injury to others and you are unable to run or hide you may choose to assume a prone position and lay as still as possible.

Fighting

Your last option if you are caught in the open and are near the intruder is to fight back. This is dangerous and not recommended but depending on your situation this could be your only option. Do anything you can to disable or slow down the aggressor. You can use many types of items as weapons: books, trash cans or other small items found in an office environment.

Emergency Evacuation Procedures

Students should learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. The academy does not tell students in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, academy staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

Students receive information about evacuation and shelter-in-place procedures during educational sessions throughout the year. The academy staff members are trained in these procedures as well and act as an on-going resource for the students. The academy conducts, and coordinates announced and unannounced drills and exercises each year and conducts follow-through activities designed for assessment and evaluation of emergency plans and capabilities.

The academy will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

Shelter-in-Place Procedures

What it Means to “Shelter-in-Place”

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, etc.) and follow the evacuation procedures for the academy. Once you have evacuated, seek shelter at the nearest safe building quickly. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to “Shelter-in-Place”

A shelter-in-place notification may come from several sources, including academy staff members, the federal or FL State government, or other authorities utilizing the academy emergency communications tools.

How to “Shelter-in-Place”

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.

1. Locate a room to shelter inside. It should be:
 - a. An interior room
 - b. Above ground level
 - c. Without windows or with the least number of windows.
2. If there is a large group of people inside a building, several rooms maybe necessary.
3. Shut and lock all windows and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (Academy staff will turn off the ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone to call the list into local police so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV if available and listen for further instructions.
8. Make yourself comfortable.

[Agreement with Local Law Enforcement](#)

The academy shall enter into written agreements with local law enforcement agencies that clarify operational responsibilities for investigations of violent crimes occurring within the academy, including designating which law enforcement agency has operational responsibility for the investigation of each violent crime and establishing the geographical boundaries of the agency's jurisdiction.

[Vaccination Policy](#)

SSAG does not require vaccinations for student enrollment and is not required to have a vaccination policy but does encourage its students and faculty to maintain their health and vaccinations for their own personal benefit and health.