

POLICY

Policy Name: Annual Security Report
Policy Category & Number: S7
Person Responsible: Campus Safety & Security Officer
Approved by: Dean
Effective Date: October 16, 2020
Version:1.0
Policy Status: Approved

- I. Policy:
The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, (Clery Act) requires Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) in conjunction with Bon Secours Memorial College of Nursing (BSMCON) 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 SOMI in compliance with the Clery Act.
- III. Scope:
This policy applies to the entire SOMI community: faculty, staff, students, and visitors.
- IV. Policy Details:
The SOMI Safety & Security Officer in conjunction with the Dean of Administration (BSMCON) compiles SOMI's Annual Security Report. The report contains statistics about specific crimes and incidents that have been reported to BSMCON/SOMI's administration over the past three years and which occurred either on-campus, in off-campus buildings or property owned or controlled by BSMCON/SOMI, or on public property adjacent to the campus, collectively referred to as the BSMCON/SOMI 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. The Safety & Security Officer

POLICY

will send a notice to all SOMI students and associates by October 1 of each year advising that the report is available for distribution. Copies of the annual Report may be obtained in person from the Safety & Security Officer located on-campus. Electronic copies may be obtained at <https://www.bonsecours.com/jobs-education/schools-education/st-marys-hospital-school-of-medical-imaging/consumer-information>. Copies of the report will be provided to any prospective SOMI student or associate upon request.

V. Definitions:

SOMI: Bon Secours St. Mary's Hospital School of Medical Imaging

BSMCON: Bon Secours Memorial College of Nursing

SOMI has a purchased service agreement with BSMCON to lease space.

SOMI & BSMCON Clery Geography includes any space used by the SOMI 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 BSMCON/SOMI when a written agreement for the use of space allows BSMCON/SOMI to lease, borrow, or use the space during or for a specified time.

On Campus

- Any building or property owned or controlled by BSMCON/SOMI within the same reasonably contiguous geographic area and used by BSMCON/SOMI in direct support of, or in a manner related to, BSMCON/SOMI's educational purposes; and
- Any building or property that is within or reasonably contiguous to the area identified above, that is owned by BSMCON/SOMI but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
- SOMI has only one campus located at 8550 Magellan Parkway, Suite 700, Richmond, VA 23227. "On campus" includes all physical property owned or controlled by BSMCON/SOMI which is contiguous to this address.

POLICY

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 BSMCON/SOMI campus location make up its public property geography. This includes the overflow parking lot located South of the 8555 Magellan Parkway building.

Non-Campus

- Any building or property owned or controlled by a student organization that is officially recognized by BSMCON/SOMI; or
- Any building or property owned or controlled by BSMCON/SOMI that is used in direct support of, or in relation to, BSMCON/SOMI's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of BSMCON/SOMI.
- The property located at 7900 Shradler Road, Suite 200, Richmond, VA 23294, owned by BSMCON, is used as additional classroom and skills lab space for BSMCON/SOMI students, is the main non-campus property as defined by the Clery Act.

VI. Attachments:

None

VII. Related Policies:

None

VIII. Disclaimers:

- a. Nothing in this policy creates a contractual relationship between Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) and any party. SOMI, 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:

POLICY

Version	Date	Prepared by	Approved by
1.0	10-16-2020	Jody D. Crane	