

## **Campus Safety**

It is the policy of the Gros Bonnet Culinary Academy to provide for the safety and security of its faculty, staff, students, and visitors. Gros Bonnet believes that academic freedom and success can only be achieved in an environment that is free of criminal or other behavior that can create an unsafe, work and/or study environment.

Gros Bonnet is committed to maintaining the campus community as a place of study and work that is free from abuse, intimidation, and harassment, where everyone is treated with dignity, respect and courtesy.

The Gros Bonnet Culinary Academy is a drug-free school and work place. It is the policy of the school that the on-campus use of alcohol or drugs is grounds for administrative action and/or dismissal for students and employees. Anyone caught selling, possessing, or consuming alcohol or drugs on the premises will be removed from campus.

## **The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act**

The Clery Act require Title IV participating institutions to publish an annual security report containing safety and security related policy statements and crime statistics and distribute it to all current students and employees. Institutions must also inform prospective students and employees about the availability of the report.

## **Campus Crime & Safety Information**

The Gros Bonnet Culinary Academy is committed to assisting all faculty, staff, and visitors in providing for their safety and security. The annual security and safety compliance report is available, for review, on the Gros Bonnet website at <http://www.tiphawaii.com>.

For a copy of the annual security and safety report or to review the institutional policy & procedures with regard to campus security and safety you can stop by the Gros Bonnet Culinary Academy administrative office at 1314 South King Street, Suite 1164, Honolulu, Hawaii.

- Gros Bonnet Culinary Academy crime statistics report (<http://www.tiphawaii.com>)

There are four general categories of criminal activity;

Criminal Homicide, including Murder and Non-negligent Manslaughter, and Manslaughter by Negligence; Sexual Assault, including Rape, Fondling, Incest and Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson.

Hate Crimes—Any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/ Vandalism of Property that were motivated by bias;

Violence Against Women Act (VAWA) Offenses - Any incidents of Domestic Violence, Dating Violence and Stalking. (Note that Sexual Assault is also a VAWA Offense.)

Arrests and Referrals for Disciplinary Action for Weapons—Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations and Liquor Law Violations.

## **The Gros Bonnet Campus Community (defined)**

The Gros Bonnet Campus Community is identified as the administrative offices, the academy kitchen facility and the public area immediately adjacent and/or contiguous to the area.

Access to campus is limited to students, faculty, staff and others with legitimate business with the school. All visitors must report to the Administrative offices for permission prior to any facility of the school.

The administrative offices are located at 1314 South King Street, Suite 1164, in Honolulu, Hawaii in the Interstate Building.

The culinary academy kitchen facility is located at 400 Ala Moana Boulevard, Unit 4A in Honolulu, Hawaii at the Waterfront Plaza.

## **Crime Definitions**

As a matter of policy and for the purpose of informing faculty, staff, students, and visitors the Gros Bonnet Culinary academy identifies crimes based on definitions provided by the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program. The definitions for

Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations are from the Summary Reporting System (SRS) User Manual from the FBI's UCR Program.

The definitions of Fondling, Incest and Statutory Rape are from the FBI's National Incident-Based Reporting System (NIBRS) Data Collection Guidelines edition of the UCR.

Hate Crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual.

For the categories of Domestic Violence, Dating Violence and Stalking, Gros Bonnet uses the definitions provided by the Violence Against Women Act of 1994.

## **Types of Criminal Offenses**

1. Criminal Homicide. These offenses are separated into two categories: Murder and Non-negligent Manslaughter, and Manslaughter by Negligence.

a) Murder and Non-negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another. Any death caused by injuries received in a fight, argument, quarrel, assault or the commission of a crime.

b) Manslaughter by Negligence is defined as the killing of another person through gross negligence. Any death caused by the gross negligence of another. In other words, it's something that a reasonable and prudent person would not do.

2. Sexual Assault (Sex Offenses). Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. Including attempted Sexual Assaults.

### **Types of Sexual Assault**

a) Rape is the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

Included as the crime of Rape, regardless of the age of the victim, if the victim did not consent or if the victim was incapable of giving consent. If the victim consented, the offender did not force or threaten the victim, and the victim was under the statutory age of consent, include the crime as Statutory Rape.

b) Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

c) Incest is sexual intercourse between persons who are related to each other within the degrees herein marriage is prohibited by law.

d) Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.

3. Robbery. Robbery is the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

The classification of Robbery includes both armed robbery and robberies where only personal weapons are used. Armed robbery includes incidents commonly referred to as stickups, hijackings, holdups, heists, car jackings, etc. Carjacking is a Robbery offense in which a motor vehicle is taken through force or threat of force.

The UCR considers a weapon to be a commonly known weapon (a gun, knife, club, etc.) or any other item that, although not usually thought of as a weapon, becomes one in the commission of a crime. Robbery also includes crimes involving pretend weapons or those in which the weapon is not seen by the victim, but the robber claims to possess one.

#### 4. Aggravated Assault.

Aggravated Assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Included as Aggravated Assaults: Assaults or attempts to kill or Murder.

Poisoning (including the use of date rape drugs).

Assault with a dangerous or deadly weapon.

Maiming.

Mayhem.

Assault with explosives.

Assault with disease (as in cases when the offender is aware that he or she is infected with a deadly disease and deliberately attempts to inflict the disease by biting, spitting, etc.).

#### 5. Burglary.

Burglary is the unlawful entry of a structure to commit a felony or a theft.

Also classified as Burglary are:

Offenses that are classified by local law enforcement agencies as Burglary (any degree); unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts at these offenses.

Forcible Entry: all offenses where force of any kind is used to unlawfully enter a structure for the purpose of committing a theft or felony. This rule applies when a thief gains entry by using tools; breaking windows; forcing windows, doors, transoms or ventilators; cutting screens, walls or roofs; and where known, using master keys, picks, unauthorized keys, celluloid, a mechanical contrivance of any kind (e.g., a passkey or skeleton key) or other devices that leave no outward mark but are used to force a lock.

This includes Burglary by concealment inside a building followed by exiting the structure.

Unlawful Entry—No Force:

The entry of a structure in this situation is achieved by use of an unlocked door or window. The element of trespass to the structure is essential in this category, which includes thefts from open garages, open warehouses, open or unlocked dwellings (such as dorm rooms) and open or unlocked common basement areas in apartment houses where entry is achieved by someone other than the tenant who

has lawful access, or others whom the tenant allows to have free and regular access to the structure. If an item was taken from an unlocked dorm room and you can establish that neither the tenant nor those friends with free and regular access to the room have taken the item, then unlawful access has occurred. In this context, it is important to note that a “breaking” occurs when a perpetrator crosses the threshold of a boundary that results in a trespass. As such it is possible for a burglar to “break” an open doorway or window.

There is no requirement that entry be forced in any way or that damage to a door, window or frame be evident.

#### Attempted Forcible Entry:

A situation where a forcible entry into a locked structure is attempted but not completed. An attempt to commit the crime of Burglary must be evaluated in context based on all available information. Such incidents must not be classified merely as “suspicious activity” or “vandalism” where the totality of facts indicates that a Burglary was in fact attempted. Possible indicators of an attempted Burglary may include, but are not limited to, damage to a door or window, the presence of Burglary tools, a recurring or similar modus operandi or “signature” that ties an incident to other similar offenses (sometimes referred to as “common plan and scheme”), and/or proximity in time and place to a pattern of other similar crimes.

#### 6. Motor Vehicle Theft.

Motor Vehicle Theft is the theft or attempted theft of a motor vehicle.

Motor Vehicle Theft includes:

Theft of any self-propelled vehicle that runs on land surface and not on rails, such as sport utility vehicles, automobiles, trucks, buses, motorcycles, motor scooters, trail bikes, mopeds, all-terrain vehicles, self-propelled motor homes, snowmobiles, golf carts and motorized wheelchairs.

All incidents where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned.

#### 7. Arson.

Arson is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

The crime of Arson includes:

Fires determined to have been willfully or maliciously set.

Attempts to burn.

Any fire that investigation determines to meet the UCR definition of Arson regardless of the value of any property damage.

Incidents where an individual willfully or maliciously burns his or her own property.

## Hate Crimes

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

The Gros Bonnet Culinary Academy considers eight categories of hate crime:

### Race.

A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

### Religion.

A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

### Sexual Orientation.

A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

### Gender.

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

### Gender Identity.

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.

### Ethnicity.

A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term "race" in that "race" refers to a grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.

#### National Origin.

A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.

#### Disability.

A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Hate Crimes include any of the following offenses that are motivated by bias.

Murder and Non-negligent Manslaughter

Sexual Assault

Robbery

Aggravated Assault

Burglary

Motor Vehicle Theft

Arson

Larceny-Theft

Simple Assault

Intimidation

Destruction/Damage/Vandalism of Property

Larceny-Theft is the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.)

Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

Larceny includes:

Thefts of bicycles or automobile accessories.

Shoplifting.

Pocket-picking.

The stealing of any property or article that is not taken by force and violence or by fraud.

Any of the above regardless of the value of the item or items taken (For example, include the unlawful taking of a parking sticker that is peeled off a car windshield.)

Attempted larcenies.

Simple Assault is an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation is to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property is to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Destruction/Damage/Vandalism of Property includes:

Cutting auto tires.

Drawing obscene pictures on restroom walls.

Smashing windows.

Destroying school records.

Defacing library books.

## **Violence Against Women Act Offenses**

Dating Violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition—

Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Dating violence does not include acts covered under the definition of domestic violence.



Domestic Violence is defined as a felony or misdemeanor crime of violence committed—

By a current or former spouse or intimate partner of the victim;

By a person with whom the victim shares a child in common;

By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;

By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to :

Fear for the person's safety or the safety of others; or

Suffer substantial emotional distress. For the purposes of this definition

Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

## **Arrests and Disciplinary Referrals for Violation of Weapons, Drug Abuse and Liquor Laws**

Arrest is defined as persons processed by arrest, citation or summons.

Classify as arrests:

Those persons arrested and released without a formal charge being placed against them. (An arrest has occurred when a law enforcement officer detains an adult with the intention of seeking charges against the individual for a specific offense(s) and a record is made of the detention.)

Juveniles taken into custody or arrested but merely warned and released without being charged. A juvenile should be counted as "arrested" when the circumstances are such that if the individual were an adult, an arrest would have been counted.

Any situation where a young person, in lieu of actual arrest, is summoned, cited or notified to appear before the juvenile or youth court, or similar official for a violation of the law.

Only violations by young persons where some police or official action is taken beyond a mere interview, warning or admonishment.

Referred for disciplinary action is defined as the referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

Note that a disciplinary action can be initiated in an informal as well as a formal manner. It can include an interview or an initial review of names submitted to an official. So too, sanctions can be formal or informal, punitive or educational. For example, requiring completion of a "Dangers of Alcohol" education seminar in lieu of an arrest for underage alcohol possession must be included as one referral for disciplinary action for a Liquor Law Violation.

Weapons: Carrying, Possessing, Etc., is defined as the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Classify as a Weapons: Carrying, Possessing, Etc., Violation:

Manufacture, sale, or possession of deadly weapons.

Carrying deadly weapons, concealed or openly.

Using, manufacturing, etc., of silencers.

Furnishing deadly weapons to minors.

Aliens possessing deadly weapons.

Attempts to commit any of the above.

Drug Abuse Violations are defined as the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics—manufactured narcotics that can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Drug Abuse Violations include:

All drugs, without exception, that are illegal under local, state, or federal law.

All illegally obtained prescription drugs.

Liquor Law Violations are defined as the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Liquor Law Violations are:

The manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor.

Maintaining unlawful drinking places.

Bootlegging.

Operating a still.

Furnishing liquor to a minor or intemperate person.

Underage possession.

Using a vehicle for illegal transportation of liquor.

Drinking on a public transportation.

## **What To Do**

Gros Bonnet will not tolerate criminal activity, of any kind, and will actively pursue internal discipline, criminal prosecution or both for all offenders.

In the event that students, faculty, staff, or other visitors believes a crime may have occurred it is to be reported immediately to the school director, the designated Campus Security Authority (CSA). When appropriate, matters of a criminal nature are referred directly to the Honolulu Police Department.

If you or someone you know has experienced interpersonal violence, sexual assault, other criminal activity, or incidents and actions that make you feel uncomfortable bring it to our attention and know that:

1. Your safety is our primary concern.
2. Telling someone your story does not mean you have to report what happened to you.
3. The school director, or any member of the faculty and administrative staff (who you are comfortable with) will meet with you privately, at a time and place of your choice to take a report.

4. Gros Bonnet cannot and will not notify your parents without your consent
5. You will not be judged and you will not be blamed for what occurred.
6. You will be treated with professionalism, courtesy, sensitivity and dignity.
7. The school director will assist you in arranging any necessary hospital treatment, or other medical needs.
8. If you feel comfortable talking with a friend or advocate of your choice present at the time of reporting, you will be accommodated at your request.
9. It is your choice to contact the Honolulu Police Department. You will have full support of the Gros Bonnet Culinary Academy whether or not you choose to report to HPD.
10. You can privately contact the Sex Abuse Treatment Center, Counseling and other available service needed.
11. You can contact any member of the administrative staff or faculty to answer any of your questions, to explain the system and process involved, and for a listening ear.
12. Your case will be considered seriously, regardless of your gender and background or the gender or status of the person that harmed you.
13. Your experience may disrupt your academic work. You will be provided academic support at your request.

**Community Assistance Programs Telephone Numbers**

Alcoholics Anonymous	(808) 946-1438
ASK Aloha United Way.....	(Statewide referral service): 2-1-1
Child Neglect and Abuse Reporting Hotline	(808) 832-5300
Civil Defense Agency	(808) 523-4121
Crime Stoppers	(808) 955-8300
Domestic Violence Hotline	(808) 841-0822
Narcotics Anonymous Helpline	(808) 734-4357
Poison Control Center	(800) 222-1222
Sex Abuse Treatment Center (Hotline)	(808) 524-7273
ACCESS Crisis Line of Hawaii (Suicide & Crisis Intervention)	(808) 832-3100

The school has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The school director, faculty, and staff will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to local law enforcement. Students and employees should contact the Title school director for more information about or to request these kinds of accommodations.

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the university will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include: • the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred; • information about how the College will protect the confidentiality of victims and other necessary parties; • a listing of victim services within the College and in the community; • information regarding the College's options for, available assistance in, and how to request accommodations and protective measures; and • an explanation of the formal and informal resolution process.

You have a right to live in a safe environment, free from the threat of harm from a family member or acquaintance. If someone you know is engaging in a pattern of harassment (including physical or sexual violence, verbal threats, property damage or stalking), you can seek protection by obtaining a temporary restraining order (TRO) against the perpetrator. If you need to extend your protection for up to three years, you can obtain a Protective Order, which sets guidelines aimed at protecting you. This can include prohibiting the defendant from calling or visiting you. You have a right to live in a safe environment, free from the threat of harm from a family member or acquaintance. If someone you know is engaging in a pattern of harassment (including physical or sexual violence, verbal threats, property damage or stalking), you can seek protection by obtaining a temporary restraining order (TRO) against the perpetrator. If you need to extend your protection for up to three years, you can obtain a Protective Order, which sets guidelines aimed at protecting you. This can include prohibiting the defendant from calling or visiting you.

Interim accommodations, or other assistance that the school can put in place on a temporary basis after receiving notice of a complaint and before any outcomes - investigatory, disciplinary, or remedial - have been determined. These measures may be instituted to preserve the victim's educational or work experience, ensure the safety of all parties and the broader campus community, maintain the integrity of the investigative and resolution process, and deter retaliation. Failure to comply with the terms of Interim Measures may be considered a separate policy violation and may result in separate disciplinary action. Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, the school director and/or student affairs officer will meet with the victim to conduct a safety assessment,

provide a written explanation of the Interim Measures available, and work with the victim to implement appropriate Interim Measures. Some examples of Interim accommodations are:

- Transfer to a different section of a class,
- Withdraw and take a class at another time if there is no option for moving to a different section,
- Completing class or work assignments from home,
- Changing working hours,
- Special parking arrangements, and providing a security escort.

## **REPORTING AN EMERGENCY INCIDENT**

**Confidential Reporting** If you are a witness or a victim of a crime and do not want to pursue formal action within the institution's judicial system or with the criminal justice system, you may still want to consider making a confidential report. The reason for encouraging you to make a confidential report is to comply with your wish to keep the matter confidential, while enabling the campus administration to take certain measures to ensure the future safety of you and others. Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the administrative staff or appropriate law enforcement agency in a timely manner, even when the victim elects not to, or is unable (physically or mentally) to make such a report. Any suspicious activity should be reported to the school director immediately. When asked to do so by you, administrative staff or faculty personnel or other Security Authorities can file a report as to the details of the incident without revealing your identity to anyone not involved in the administration of campus safety and security programs. By having a report filed (even if it is confidential), the school can maintain an accurate record of the number of incidents involving students, faculty, staff, and guests; and, make a determination if there is a pattern of crime with regard to a particular location, methodology, or type or description of the assailant. Gros Bonnet Culinary Academy can then, if necessary, initiate a general alert or safety notification to the campus community of potential or imminent dangers.

For emergency incidents that occur on campus property and on public property within the identified, Gros Bonnet Campus Community, school administration will do either of the following based on the information received.

- Physically respond to the scene to conduct an initial assessment to determine if additional campus support resources and/ or first responder agency assistance is required
- Initiate an immediate call to the appropriate first responder agency before proceeding to the scene; and, upon arrival, make a determination if notifications for additional support resources are required.

## **Campus Response to Emergency Incidents on Campus**

For emergency incidents within the Gros Bonnet Campus geographical boundaries/jurisdiction, Culinary Academy administrative staff on-site are the primary points of contact to report crimes and emergencies and will generally do either of the following based on the information received.

- Respond to the scene to conduct an initial assessment to determine if there is a significant emergency or dangerous situation involving an immediate threat to health or safety of the campus community; and, to determine if first responders and/or additional campus actions are required.
- Initiate an immediate call to the appropriate first responder agency based on the information provided; make a determine if there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community; and, determine if additional campus actions are required.

## **Campus Security Report**

### **INSTITUTIONAL SECURITY AND CRIME STATISTICS**

September 30, 2017

This document will be distributed to all students and employees of the Gros Bonnet Culinary Academy and to anyone else requesting this information. Also available at <http://www.tiphawaii.com>

### **CAMPUS SECURITY**

**The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act** requires that the Gros Bonnet Culinary Academy disclose information concerning any incidents of campus crime and procedures for handling such incidents. Gros Bonnet strives to ensure a safe and comfortable learning environment for all students and is proud that our campus has remained crime free. In order to maintain this environment the following policies are to be followed by all students and employees of the Academy.

## Security Policies and Procedures

- 1) In the event that a student believes a crime has occurred, it should be reported immediately to the school director, who is located in the Administrative office at 1314 S. King Street, Suite 1164, Honolulu, HI 96814. All matters of a criminal nature are referred by the Institute directly to the Honolulu Police Department.
- 2) It is the Policy of the Gros Bonnet Culinary Academy to limit access to its campus to its students, employees, and those with legitimate business with the school. All visitors must report to the Administrative office and receive permission prior to entering any facility of the school.
- 3) Administrative personnel of the Gros Bonnet Culinary Academy will have the authority to remove violators of school policy and insure their non-entrance to the campus at a later date.
- 4) It is the policy of the Gros Bonnet Culinary Academy that all personnel will be proactive in assisting any crime victim or witness in obtaining help and reporting any crime to the proper authorities.
- 5) STATISTICS – see page 2.
- 6) The Gros Bonnet Culinary Academy is a drug-free school and work place. It is the policy of the school that the on-campus use of alcohol or drugs is grounds for dismissal – both for students and employees. Anyone caught selling, possessing, or consuming alcohol or drugs at school will be removed from the campus.
- 7) It is the policy of the Gros Bonnet Culinary Academy to allow local authorities to enforce Federal and State drug laws and underage drinking laws on its campus.
- 8) The Gros Bonnet Culinary Academy supplies all students and employees with a separate statement of drug and alcohol abuse effects, criminal penalties and educational programs as required under section 1213 of the HEA.



**CAMPUS SECURITY REPORT**

October 01, 2016 – September 30, 2017

During the reporting period, the following incidents occurred:

NONE

**STATISTICS**

CRIME	NUMBER	NUMBER	NUMBER
	09/30/15	09/30/16	09/30/17
Murder	0	0	0
Forcible and Non-forcible Sex offences	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Hate Crimes	0	0	0
Manslaughter	0	0	0

Arson	0	0	0
Liquor law Violations	0	0	0
Drug related Violations	0	0	0

Reported the 1<sup>st</sup> day of October 2017

Frank N. Green, CTC  
Gros Bonnet Culinary Academy