



## **Pinnacle Institute of Cosmetology Sexual Misconduct Policy**

Title IX regulations prohibit discrimination on the basis of sex, which includes sexual harassment and sexual violence, in its programs and activities. Pinnacle Institute of Cosmetology (hereafter referred to as PIC) is committed to maintaining an educational and working environment that is free from discrimination and harassment, including maintaining an environment in which no student or staff member, regardless of sexual orientation or gender identity, is excluded from participation in or denied the benefits of its programs and activities as a result of gender. Any employee, student, or contract worker who violates this policy will be subject to disciplinary action. To the extent a customer, vendor or other person with whom the school does business engages in unlawful harassment or discrimination, the school will take appropriate corrective action.

PIC has jurisdiction over Title IX complaints. When a student or staff member feels that he/she has been subjected to discrimination on the basis of sex, then he/she may use these Title IX grievance procedures to bring concerns to the attention of the school's Title IX Coordinator for the purpose of obtaining a prompt and equitable resolution/action to prevent, to correct, and if necessary, to discipline behavior that violates this policy.

As part of the school's commitment to providing a harassment-free working and learning environment, this policy shall be disseminated to the school community through our website, new employee orientations, student orientations, and other appropriate channels of communication. PIC ensures training to key staff members to enable the school to handle any allegations of sexual harassment or sexual violence promptly and effectively.

### **Prohibited Conduct**

PIC is committed to providing a healthy learning and working environment for all staff and students. The school condemns any form of sexual misconduct, sexual violence, sexual harassment, domestic violence, dating violence, stalking or any other type of conduct that creates a hostile environment. The policy extends to all courses and activities including off campus activities or events. The policy applies to all students and staff regardless of sexual orientation or gender identity and applies to third parties engaging with staff and students. (Definitions in later section.)

### **Disclosure and Confidentiality**

If you are a person who has experienced or thinks you have experienced sexual violence or a sexual offense, domestic violence, dating violence, or stalking, PIC encourages you to speak to someone about what happened so that you can get the support you need, and the school can respond appropriately. PIC also encourages you to file a report with local law enforcement. It should be noted that any "responsible employee" of PIC is compelled to comply with laws that require the reporting of certain sexual offenses occurring on or near campus to local law enforcement. You have the choice of whether or

not to file a report with local law enforcement and/or to proceed with legal action. Filing a report with PIC does not obligate you to prosecute. Our staff will assist you in notifying the authorities if you so request. Upon your request, PIC may accommodate your situation by making changes regarding your education for you. For example, there may be no contact orders, schedule changes, or withdrawing you from the course without penalty, providing academic support (tutoring), amongst others.

Before a victim reports an incident to a responsible employee, the victim will be made known of the employee's reporting responsibilities. Consideration of confidentiality will be considered, but it is not guaranteed that the employee can honor it. Victim will not be swayed in either regard. In situations of confidentiality the school may be limited in pursuing disciplinary action against the alleged perpetrator. A victim may change their mind to forgo confidentiality at any later date. If a determination is made that confidentiality is not feasible, the victim will be informed. In some cases, confidentiality may not be allowed due to increased risk factors that the perpetrator will commit additional acts of sexual or violence such as:

- Whether there have been other sexual violence complaints against the same alleged perpetrator.
- Whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of violence.
- Whether the alleged perpetrator threatened further violence.
- Whether the sexual violence was perpetrated with a weapon.
- Whether the victim is a minor.
- Whether PIC possesses other means of relevant evidence.
- Whether the victim's report reveals a pattern of perpetration.

If we determine that we can respect a victim's confidentiality immediate action will be taken as necessary to protect and assist the victim. Either with or without confidentiality, PIC will consider remedial action including but not limited to monitoring, supervision, security, education and prevention and will revisit its policies and practices.

#### Options for Assistance Following an Incident of Sexual Misconduct

PIC encourages you to call 911 if you are a victim of sexual violence or during any type of emergency. You may also contact the school's Title IX Coordinator or Director both of whom will assist you by obtaining needed resources, explain reporting options, and help you navigate the reporting process. The school also encourages you to visit your nearest emergency room and/or hospital to seek treatment for health services. You are also encouraged to:

- Find a safe place.
- Seek medical treatment for possible physical injuries, transmission of STDs and pregnancy.
- Preserve evidence of the assault by avoiding showering, bathing, washing hands, going to the toilet or brushing teeth.
- If you change clothes, save all clothing you were wearing at the time and place in a clean, separate plastic bag.
- File a report with local law enforcement; and
- Seek support and counseling (immediately and ongoing) for both mental health

and criminal advocacy assistance. (See appendix for list of support agencies.)

PIC does not employ full-time or part-time professional (licensed) or non-professional counselors, pastoral counselors or sexual violence counselors. However, the school encourages you to contact these individuals if needed and we are here to assist you in obtaining support services from local groups and/or agencies. These members of our community are not required to report any information about an incident to the school without a victim's permission. However, these support individuals may have reporting obligations under state law. Also, while maintaining the victim's confidentiality, these support individuals should report the nature, date, time and general location of the incident to the school's Title IX Coordinator. If the school determines that the alleged perpetrator poses a serious and immediate threat to the school's students or staff, the school may be called upon to issue a timely warning to the school community without identifying the victim.

### Title IX Coordinator

Sexual misconduct against students, including sexual harassment, sexual assault, rape, and sexual exploitation, can be a form of sex discrimination under Title IX. The Title IX Coordinator oversees the school's response to reports and complaints that involve possible sex discrimination to monitor outcomes, identify and address any patterns, and assess effects on the school climate, so the school can address issues that affect the wider school community.

A student should contact the Title IX Coordinator or Director in order to:

- Seek information or training about students' rights and courses of action available to resolve reports or complaints that involve potential sex discrimination, including sexual misconduct.
- File a complaint or make a report of sex discrimination, including sexual misconduct.
- Notify PIC of an incident or policy or procedure that may raise potential Title IX concerns.
- Get information about available resources (including confidential resources) and support services relating to sex discrimination, including sexual misconduct; and
- Ask questions about the school's policies and procedures related to sex discrimination, including sexual misconduct.

**Pinnacle Institute of Cosmetology's Title IX Coordinator is Kathy Nash (Student Services Coordinator.) She may be reached at 704-235-0185 x105, 704-437-4125 and/or Knash@pinnacleinstitute.edu. You may also reach the Director/Owner Steve Pence at 704-235-0185 x102 or spence@pinnacleinstitute.edu.**

In the event that the incident, policy or procedure about which the student wishes to report is in regard to or has the appearance of a conflict of interest with, the Title IX Coordinator or Director/Owner, the student should reach out to Instructor Theresa Smith on-campus during school hours or at 704-235-0185. Inquiries or complaints that involve potential violations of Title IX may also be referred to the U.S. Department of Education's Office for Civil Rights, which can be reached at the District of Columbia Office 202-453-6020 or [OCR.DC@ed.gov](mailto:OCR.DC@ed.gov).

The Title IX Coordinator is responsible for providing or facilitating ongoing training, consultation, and assistance for all students and staff. The school is responsible for conducting reliable and impartial investigations of reports and complaints of sexual misconduct. The Title IX Coordinator evaluates requests for confidentiality and promptly takes steps to ensure equal access and protect the victim. This person also monitors and reviews all policies where misconduct is reported, and reviews proposed sanctions to stop sexual misconduct and prevent its recurrence.

Other aspects of the Title IX Coordinator's responsibilities may include:

- Determining whether the report or complaint alleges conduct that may, upon investigation, constitute prohibited sexual misconduct.
- Investigating upon such determination.
- Making certain that individual reports and complaints are handled properly and in a prompt and timely manner.
- Informing all parties regarding the grievance process.
- Confirming that all parties have been notified of grievance decisions and of the decision.
- Maintaining information and documentation related to the investigation in a secure manner; and
- Monitoring compliance with timeframes specified in the grievance procedures.

## Definitions

### A. Sex-Based Harassment

"Sex-based harassment" includes sexual harassment and gender-based harassment.

### B. Sexual Harassment

"Sexual harassment" is unwelcome conduct of a sexual nature, including but not limited to unwelcome sexual advances; requests for sexual favors; or other verbal or nonverbal conduct of a sexual nature, including rape, sexual assault, and sexual exploitation. In addition, depending on the facts, dating violence, domestic violence, and stalking may also be forms of sexual harassment.

### C. Gender-Based Harassment

"Gender-based harassment" is unwelcome conduct of a nonsexual nature based on a student's actual or perceived sex, including conduct based on gender identity, gender expression, and nonconformity with gender stereotypes.

### D. Unwelcome Conduct

Conduct is considered "unwelcome" if the student did not request or invite it and considered the conduct to be undesirable or offensive.

"Unwelcome conduct" may take various forms, including, name-calling, graphic or written statements (including the use of cell phones or the Internet), or other conduct that may be physically threatening, harmful, or humiliating. Unwelcome conduct does not have to include intent to harm, be directed at a specific target, or involve repeated

incidents. Unwelcome conduct can involve persons of the same or opposite sex.

Participation in the conduct or the failure to complain does not always mean that the conduct was welcome. The fact that a student may have welcomed some conduct does not necessarily mean that a student welcomed other conduct. Also, the fact that a student requested or invited conduct on one occasion does not mean that the conduct is welcome on a subsequent occasion.

#### E. Hostile Environment

A “hostile environment” exists when sex-based harassment is sufficiently serious to deny or limit the student’s ability to participate in or benefit from the school’s programs or activities.

A hostile environment can be created by anyone involved in a school’s program or activity (e.g., administrators, instructors, students, and campus visitors).

In determining whether sex-based harassment has created a hostile environment, PIC considers the conduct in question from both a subjective and objective perspective. It will be necessary, but not enough, that the conduct was unwelcome to the student who was harassed. But the school will also need to find that a reasonable person in the student’s position would have perceived the conduct as undesirable or offensive in order for that conduct to create or contribute to a hostile environment.

To make the ultimate determination of whether a hostile environment exists for a student or students, PIC will consider a variety of factors related to the severity, persistence, or pervasiveness of the sex-based harassment, including: (1) the type, frequency, and duration of the conduct; (2) the identity and relationships of persons involved; (3) the number of individuals involved; (4) the location of the conduct and the context in which it occurred; and, (5) the degree to which the conduct affected one or more student/s’s education.

The more severe the sex-based harassment, the less need there is to show a repetitive series of incidents to find a hostile environment. Indeed, a single instance of sexual assault may be sufficient to create a hostile environment. Likewise, a series of incidents may be sufficient even if the sex-based harassment is not particularly severe.

#### First Amendment Considerations

This policy does not impair the exercise of rights protected under the First Amendment. PIC’s sexual misconduct policy prohibits only sex-based harassment that creates a hostile environment. In this and other ways, the school applies and enforces this policy in a manner that respects the First Amendment rights of students, staff, and others.

#### F. Sexual Assault

“Sexual assault” is actual or attempted sexual contact with another person without that person’s consent. Sexual assault includes, but is not limited to:

- Intentional touching of another person’s intimate parts without that person’s consent.
- Other intentional sexual contact with another person without that person’s

consent.

- Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent; and
- Rape, which is penetration, no matter how slight, of (1) the vagina or anus of a person by any body part of another person or by an object, or (2) the mouth of a person by a sex organ of another person, without that person's consent.

#### G. Consent

“Consent” must be informed, voluntary, and mutual, and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats, or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past consent to sexual activity with another person does not imply ongoing future consent with that person or consent to that same sexual activity with another person. Neither does a past dating history with a person. <sup>[1]</sup><sub>[SEP]</sub>If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature, or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption that meets this standard or being asleep or unconscious.

#### J. Incapacitation

“Incapacitation” is when a person is disabled due to the use of drugs or alcohol, or is asleep or unconscious, or because of an intellectual or other disability that prevents them from having the ability to give consent.

#### I. Sexual Exploitation

“Sexual exploitation” occurs when a person takes sexual advantage of another person for the benefit of anyone other than that person without that person's consent. Examples of behavior that could rise to the level of sexual exploitation include:

- Prostituting another person.
- Recording images (e.g., video, photograph) or audio of another person's sexual activity, intimate body parts, or nakedness without that person's consent.
- Distributing images (e.g., video, photograph) or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not consent to such disclosure and objects to such disclosure; and
- Viewing another person's sexual activity, intimate body parts, or nakedness in a place where that person would have a reasonable expectation of privacy, without that person's consent, and for the purpose of arousing or gratifying sexual desire.

#### J. Responsible Employee

A “responsible employee” is any employee who has the authority to take action to redress sexual violence, who has been given the duty of reporting incidents of sexual violence or any other misconduct by students to the Title IX Coordinator or Director/Owner or whom a student could reasonably believe has the authority or duty to do so.

## Reporting Policies

Any student or staff member who believes that he/she has been subjected to discrimination prohibited by Title IX, or that the school has failed to meet its Title IX obligations, may bring the concern to the attention of the Title IX Coordinator or Owner as soon as possible. While the Title IX Coordinator welcomes an informal presentation of such allegations, and is available to address concerns through discussion, advice, and informal resolution, the Title IX Coordinator is fully prepared to receive and address such allegations through formal grievance procedures.

The Title IX Coordinator has the authority to investigate allegations of discrimination prohibited by Title IX even absent the filing of a formal grievance. In addition, the Title IX Coordinator may proceed with investigating a formal or informal grievance even if a complainant specifically requests that the matter not be pursued. In such a circumstance, the Title IX Coordinator will take all reasonable steps to investigate and respond to the matter in a manner that is informed by the complainant's articulated concerns.

In most circumstances, the Title IX Coordinator will coordinate his/her activities charged with responsibilities for the student and staff conduct/discipline and for enforcing the school's policies and procedures generally. No employee, contract worker, student, vendor or other person who does business with the school is exempt from the prohibitions in this policy.

A third-party may report misconduct directly to the Title IX Coordinator. An anonymous report can be given by writing to the Title IX Coordinator via internal office mail; or the regular mail system; or by leaving an anonymous message via voicemail. The school prohibits retaliation against those who file a complaint or third-party report or otherwise participate in the investigation. The school is inclined to grant amnesty from drug, alcohol and other student conduct policies in reference to reporting.

Reports of sexual misconduct to responsible employees will be reported to the Title IX Coordinator who will determine what steps should be taken. For victims who report sexual misconduct to responsible employees but request that the school not pursue an investigation or otherwise keep their report confidential from the perpetrator, the Title IX Coordinator will consider whether or not it can honor the request while still providing a safe and nondiscriminatory environment for all students.

In the event that a victim chooses not to speak to an employee of the school but rather a counselor or victim advocate, the school will address and honor requests from the counselor/advocate on the victim's behalf. The counselor/advocate may report the misconduct to the school and request interim measures required by Title IX without reporting the nature of the conduct. The counselor shall explain to the victim that sharing certain information will trigger Title IX obligations to investigate.

## Informal Grievance Resolution

In many instances, advice or informal discussion may be useful in resolving concerns about allegations of discrimination prohibited by Title IX. Complainants who wish to resolve their concerns informally should bring them to the attention of the Title IX Coordinator.

In working to resolve the matter, the Title IX Coordinator ordinarily will interview the complainant and, as appropriate, others who may have knowledge of the facts underlying the grievance. At any point, including while the informal process is ongoing or afterward, the complainant may elect to end the informal process in favor of filing a formal grievance. At this time, although the School will do everything possible in regard to confidentiality, the complainant should be aware that the identity of the charging party and the substance of the complaint could be revealed to the alleged perpetrator of the harassment or witnesses.

Although the school welcomes informal resolution of grievances when appropriate, it will not use mediation between a complainant and alleged perpetrator or any other informal resolution mechanism to resolve grievances pertaining to sexual misconduct cases.

#### Grievance Procedures for Formal (i.e., Written) Grievances

Complainants who are considering bringing a formal grievance may at any time meet with the Title IX Coordinator, who will discuss the matter and describe the formal grievance process. Alternatively, a complainant may choose to submit a written grievance to the Title IX Coordinator.

A formal grievance process is initiated when a complainant submits a written statement alleging discrimination prohibited by Title IX to the Title IX Coordinator. In the statement, the complainant is encouraged to request any relief sought from the school. Prompt submission of formal grievances is encouraged.

The Title IX Coordinator will consider the written grievance and may dismiss the grievance without further process or review if the Title IX Coordinator determines that the grievance on its face is frivolous, not credible, clearly without merit, or outside the scope of these grievance procedures.

If the grievance is not dismissed, the Title IX Coordinator will interview the individual who submitted the written statement. Depending on the circumstances, the Title IX Coordinator also may interview others with relevant knowledge, review documentary materials, and take any other appropriate action to gather and consider information relevant to the grievance. This investigation allows the opportunity for both parties to present witnesses and other evidence. At this time, complainants should be aware that the formal investigation due process generally requires that the identity of the charging party and the substance of the complaint be revealed to the alleged perpetrator of the harassment.

The Title IX Coordinator will determine whether the complainant was excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of sex under any school program or activity, using a preponderance of the evidence standard. The Title IX Coordinator will consult with other staff as necessary in reaching a decision regarding the written grievance. The Title IX Coordinator will prepare a written report setting forth findings, conclusions, and actions to be taken, if any, and will determine with whom to share the report.

During such review, the Title IX Coordinator will, as necessary, take appropriate action to ensure that the school comes into compliance with Title IX in a manner that is prompt



and equitable to the complainant. For example, the Title IX Coordinator may assure that appropriate changes to schedules or class assignments are implemented.

If the School determines that unlawful harassment or sexual violence has occurred, immediate appropriate corrective action will be taken in accordance with the circumstances involved, and the School will take steps to prevent the recurrence of any harassment or discrimination. Any employee determined by the school to be responsible for unlawful harassment or discrimination will be subject to appropriate disciplinary action, up to and including termination. Remedies for student-related claims may include, but are not limited to, a no-trespass notice, suspension or expulsion. The decision of the Title IX Coordinator is the final resolution of the grievance.

While the time it may take to investigate and resolve a Title IX grievance will depend on a variety of factors, including the nature and scope of the allegations, the Title IX Coordinator will seek to resolve the grievance within 45 working days of receipt of the grievance. Throughout the process, the Title IX Coordinator will, as appropriate, keep the participants informed of the status of the grievance process.

To initiate a **criminal investigation**, reports of sexual violence should be made to “911” or local law enforcement. The criminal process is separate from the School’s disciplinary process. To the extent that an employee or contract worker is not satisfied with the school’s handling of a harassment or discrimination complaint, he/she may also contact the appropriate state or federal enforcement agency for legal relief.

#### Allegations of Student-on-Student Sexual Harassment and/or Discrimination

Regardless of whether student disciplinary proceedings or a criminal charge is pending or being investigated pertaining to an allegation of student sexual misconduct, and irrespective of their outcome, the school shall take steps to meet its’ responsibility to provide an environment where no member of its’ community is, on the basis of sex, excluded from participation in, denied the benefits of, or subjected to discrimination under any education program or activity. In addition to the procedures described above, the following additional procedures apply in allegations of student-on-student sexual harassment and/or discrimination.

The Title IX Coordinator shall be available as a resource to any staff member who receives an allegation of student-on-student sexual harassment and/or discrimination, and the Title IX Coordinator shall be promptly informed of any such allegation.

As indicated above, following appropriate investigation and review, the Title IX Coordinator shall determine and promptly implement any remedies that he/she believes are necessary to maintain an environment free from harassment and/or discrimination and to protect the safety and wellbeing of students. Such remedies may include, but are not limited to, no-contact orders, academic accommodations, and/or schedule changes. Adjustments to a student’s educational environment may be taken on an interim or permanent basis. Any adjustments in that regard would not be punitive, and, as such, would not appear on any student disciplinary record.

At any point during an informal or formal Title IX grievance procedure, the Title IX Coordinator may, at his/her discretion, inform other school officials of the possibility that a violation of the student rules may have taken place.

While the Title IX Coordinator will review grievance claims as to whether the school has fulfilled its obligations under Title IX, including whether student disciplinary processes were conducted in a manner free of discrimination, it is not the function of the Title IX Coordinator to hear appeals from, rehear or otherwise resolve student discipline matters based on their content.

### Investigation Procedures and Protocols

Once a notice of alleged sexual misconduct is received, the Title IX Coordinator will immediately conduct a thorough and impartial fact-finding investigation. The entire process should take no more than 60 days. The Coordinator will inform the complainant before starting the investigation. The complainant may request that an investigation not be undertaken. At the complainant's request, the Title IX Coordinator will notify the respondent in writing including that the complainant asked the school not to investigate. The Title IX Coordinator will direct the complainant, respondent, and witnesses to preserve any relevant evidence.

When an investigation proceeds, the school will notify the respondent in writing that a report has been filed and describe the allegations. The complainant, respondent and any witnesses will complete written and signed statements. The Title IX Coordinator will prepare a report detailing all relevant content. Both the respondent and complainant will have an opportunity to review the report and any other information that will be used during disciplinary proceedings. Reasonable time will be granted for review prior to the hearing. The names and other identifying information of other students will be redacted in accordance with FERPA, except to the extent that doing so interferes with the purpose of Title IX to eliminate sex-based discrimination.

During the investigation, interim measures including services, or other accommodations, will be provided for alleged victims as needed. Upon receiving a report of sexual misconduct, PIC will provide the victim, or the victim's counselor, with a written explanation of the interim measures available both at school and through local community advocates. The victim will be asked what measures are being sought.

Not all measures will be necessary to keep each victim safe and ensure their equal access to educational programs. In those instances where interim measures affect both a victim and the alleged perpetrator, the school will minimize the burden on the victim whenever appropriate. If a victim's counselor or advocate requests measures on the victim's behalf without disclosing that sexual misconduct is the basis for the request, the school will consider these requests consistent with our general policy of allowing counselors and advocates to seek such measures without requiring that the nature of the trauma be disclosed. Possible interim and supportive measures include:

- Academic accommodations.
- Academic support.
- Rescheduling of tests or assignments.
- Arranging for incompletes, a leave of absence, or withdrawal.
- Assistance in changing schedules.
- A "no contact" directive pending outcome of the investigation.
- Providing an escort to ensure safety.

- Assistance identifying an advocate to help secure additional resources or community advocacy, support or services; and
- Assistance in identifying medical health professionals or counseling.

Once an investigation is complete, the school will determine whether or not a hearing is necessary. Some incidents can be resolved by voluntary resolution. If for example, the accused wants to admit the infraction and accept a sanction without a hearing, that is an efficient way to address the incident. Voluntary resolution will NEVER be utilized in sexual assault cases.

It is the responsibility of a hearing panel to determine whether or not the respondent violated the school's policy. The hearing panel will consist of the school's Board of Directors. The complainant and respondent will be informed of the hearing panel's members prior to the hearing.

Both the complainant and the respondent will be allowed to provide written statements to the hearing panel. Both the complainant and the respondent will have the opportunity to review any written submissions by the other. The hearing panel will review all written documentation prior to the hearing proceeding. The hearing will be conducted off campus and is closed to the public. Witnesses will be kept in separate rooms. A complete record of the hearing will be kept either by videotape, audiotape or written transcript.

Both the complainant and the respondent are allowed to question each other via written questions that the hearing panel can ask each of them. The complainant is not required to be present at the hearing. Both parties' advisors and/or witnesses are allowed to be present at the hearing. The advisor may be an attorney. Both parties are allowed to present evidence and witnesses. Notice of the hearing will be given at least five days prior to the hearing.

The hearing panel is required to apply the preponderance of evidence standard when weighing the evidence. This means that there is a lower standard of proof so the panel must decide that the respondent is more likely than not to have violated school policy.

Both parties will be simultaneously notified in writing of the panel's decision.

### The Clery Act and Clery Act Reporting

Pinnacle Institute of Cosmetology must annually:

1. Collect, classify, and count crime reports and crime statistics.
2. Issue timely warnings for any Clery Act crime that represents an ongoing threat to the safety of students and staff.
3. Issue an emergency notification upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff.
4. Publish an annual security report containing safety and security related policy statements and crime statistics and distribute it to all current students and staff.

5. Inform all prospective students and employees about the availability of the report; and
6. Submit crime statistics to The Department of Education via a web-based data collection.

### Prevention and Education

All employees are informed of the Title IX policy upon hiring and at least once annually. Students receive information regarding Title IX and the school's obligations, recognizing and reporting discrimination and harassment, the school's policies and procedures, and prevention strategies during their orientation.

### Resources

The school does not maintain professional or non-professional counselors or advocates on campus. The school does not maintain campus police or security. The school recommends that the victim receive assistance through outside sources.

**Law Enforcement      Call 911**

**Rape Hotline            (800) 656-4673**

**Domestic Violence Hotline    (704) 332-2513**

**Safe Alliance            (704) 655-8745**

Iredell County  
Fifth Street Ministries/My Sister's House  
P.O. Box 5217  
Statesville, NC 28687  
Administrative Line: (704) 872-3403  
Crisis Line(s): (704) 872-3403  
Website: [www.fifthstreetministries.com](http://www.fifthstreetministries.com)

Rowan County  
Family Crisis Council of Salisbury-Rowan  
P.O. Box 50  
Spencer, NC 28159  
Administrative Line: (704) 636-4718  
Crisis Line(s): (704) 636-4718  
Website: [www.familycrisiscouncil.org](http://www.familycrisiscouncil.org)

Cabarrus County  
Esther House  
P.O. Box 734  
Albemarle, NC 28002  
Administrative Line: (704) 961-7502  
Crisis Line(s): (704) 961-7500  
Website: <http://stanlyestherhouse.weebly.com/>

Mecklenburg County  
Safe Alliance, Inc.  
601 E. Fifth Street, Suite 400  
Charlotte, NC 28202  
Administrative Line: (704) 332-9034  
Crisis Line(s): (704) 375-9900  
Website: [www.safealliance.org](http://www.safealliance.org)

Catawba County  
Rape Crisis Center of Catawba County, Inc.  
1220 Commerce St. Suite #J  
Conover, NC 28613  
Administrative Line: (828) 322-6011  
Crisis Line(s): (828) 322-6011  
Website: [www.rapecrisiscenter.com](http://www.rapecrisiscenter.com)

Lincoln County  
Rape Crisis Center of Catawba County, Inc.  
1220 Commerce St. Suite #J  
Conover, NC 28613  
Crisis Line(s): (828) 322-6011  
Website: [www.rapecrisiscenter.com](http://www.rapecrisiscenter.com)

**Disclaimer:**

The references and resources listed above are for the information and convenience of the public, and do not constitute endorsement, recommendation or favoritism by Pinnacle Institute of Cosmetology.