



# Reiss-Davis Graduate School

Annual Security Report 2022

September 26, 2023

The information contained in the Annual Security Report is provided to members of the campus community in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The Reiss-Davis Graduate School gathers crime data from the West Los Angeles Police Department each year. As required by law, the Reiss-Davis Graduate School reports this information to the Department of Education, Campus Safety and Security (CSS). Each year an e-mail notification is sent to all enrolled students and active employees with the Annual Security Report, Clery Data and Campus Safety Procedures. The report is also distributed through the Institutions LMS system Populi and the school's website.

September 26, 2023  
The Reiss-Davis Graduate School  
2022 Safety Annual Report  
Report produced by Financial Aid Office

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## CRIME REPORTING

The Reiss-Davis Graduate School is committed to providing a safe, violence-free environment. Safety and security on, and in close proximity to campus is a top priority along with keeping the campus community informed and alert. Federal laws, including the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the Higher Education Opportunity Act (HEOA), require colleges and universities to inform campus communities and prospective members of crimes that occurred on campus and thereby necessitate caution on the part of students and employees.

The Reiss-Davis Graduate School includes the following efforts and procedures to maintain a safe campus environment. The following procedures have been designed to provide the campus community with immediate notification in case of significant campus safety and health emergencies, and timely warnings in case of crimes on or near campus that may pose a continuous threat.

### **Immediate Notification of Campus Emergencies Procedures**

If a significant emergency or dangerous situation occurs on campus, the security department, without delay, makes an initial determination whether the situation represents an immediate threat to the safety and health of students and employees. If such threat exists, the security team immediately informs the appropriate segments of the school community unless the security team uses their professional judgment and decides that issuing an immediate notification would endanger and compromise the efforts to assist a victim or to respond to the emergency.

The head of the security department consults with senior school officials to determine what follow-up information the campus community may need and what would be the best possible way to distribute the follow-up notices.

### **Reporting Criminal Activity and Emergencies**

When reporting an emergency, please make sure to first find a safe location. In all cases of emergency inform the head of security who will decide on the next steps. If 911 is dialed, please follow these steps:

- Follow the dispatcher's instructions and provide any requested information.
- The Reiss-Davis Graduate School address and phone numbers:
  - The school is located on the Vista Del Mar Child and Family Services Campus.  
3200 Motor Avenue, Los Angeles California, 90034  
Phone number for the school: 310-836-1223, ext. 339 & 328  
Head of security phone number 310-936-1223, ext. 318
- After alerting 911, alert the head of security. Repeat the above name, location, phone number, and nature of the emergency information.

Local Law Enforcement  
West Los Angeles Police Department  
1663 Butler Avenue,  
Los Angeles, CA, 90025  
Phone: 310-444-0721

## EMERGENCY RESPONSE AND NOTIFICATIONS

Emergency notices are comprised of a description of the emergency or dangerous situation, immediate steps to be taken including evacuation procedures if needed, and where to find additional information. Further information and emergency updates are posted on the website and disseminated through the Reiss-Davis Graduate School emails as well as other methods as needed.

If evacuation is necessary, the Reiss-Davis Graduate School provides evacuation instructions. Specific details are included in the emergency notices.

### Dissemination of the Emergency Notices

The Reiss-Davis Graduate School uses mass notification methods to provide emergency notification to the campus community. These methods include but are not limited to:

- Emails to ReissDavis.edu email accounts
- Text alerts to cell phones
- Posting information to the Reiss-Davis home page ([www.reissdavis.edu](http://www.reissdavis.edu) or through the LMS Populi)
- Other methods as appropriate (media, handouts, phone calls, etc.)

All members of the school community are encouraged to provide the school with up-to-date contact information, including a cell phone number, through the school's Populi portal to make sure they receive the school's emergency notices.

### Tests

The security department oversees regular tests of the school's emergency notification systems, evacuation procedures and drills (at least annually). At least one emergency response and evacuation procedure will be disseminated per calendar year. Every test is documented including a description of the exercise, date, and time and whether the test was announced or unannounced.

### Timely Warnings of Campus Crime Procedures

It is the responsibility of the head of the security department to immediately assess the potential danger or threat to the campus community or portions of when a crime on or near campus is reported. If there is an immediate threat, the security department will follow the emergency notification procedure described above. In other cases, if the head of the security department believes there is a serious or an ongoing threat or danger, the head will, in collaboration with the senior school officials, provide a timely warning on the Reiss-Davis website home page. The head may also use other means to communicate the timely warning, including text messages, emails, etc., depending on particular circumstances of the crime.

Questions about the campus security should be directed to the security department at 310-836-1223 ext.318 or email [graduateschool@reissdavis.edu](mailto:graduateschool@reissdavis.edu).

### Violence on Campus

Reiss-Davis Graduate School is committed to providing a safe, violence-free environment. Unwelcome behavior that is offensive, fails to respect the rights of others, and interferes with a learning environment is harassment. Reiss-Davis Graduate School strictly prohibits any person on campus from behaving in a violent or threatening manner. RDGS seeks

to prevent campus violence before it begins and reserves the right to deal with behavior that suggests a propensity toward violence even prior to the occurrence of violent behavior.

## GUN FREE SCHOOL ZONE

The California Gun-Free School Zone Act of 1995 and Amendments, codified in California Penal Codes §§ 626.9 & 626.10 (“the Act”), prohibit the transportation and possession of firearms and other dangerous weapons on public or private school properties in California, including the property of the Reiss-Davis Graduate School. This policy prohibits the transportation and possession of firearms and other dangerous weapons on the grounds of Reiss-Davis Graduate School and applies to all students, employees, and other members of the school’s community, to any vendor or contractor providing services on campus, and to any individual visiting or participating in a program. Any person, who possesses a firearm, generally prohibited weapon, lethal weapon, less lethal weapon, stun gun, imitation firearm, fireworks, or incendiary or destructive device, all as defined in the Act, on the Reiss-Davis property, may be subject to criminal penalties and/or disciplinary action.

## ALCOHOL AND DRUGS

In compliance with the Drug-Free Schools and Communities Act Amendments of 1989, which requires that each institution of higher education receiving federal financial assistance adopt and enforce a drugfree school policy, the Reiss-Davis Graduate School Drug and Alcohol policy prevents the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. The school strictly prohibits the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, as defined by applicable law, on the Reiss-Davis Graduate School property.

*Underage Drinking:* The legal limit to consume alcohol in California is 21 years old.

*Federal, State, and Local Law:* Federal, state, and local laws establish severe penalties for unlawful possession, manufacture, or distribution of illicit drugs. The sanctions may range from a small fine and probation for minor infractions to imprisonment, fines, and seizure of property for felony convictions. Laws governing the possession and abuse of alcohol vary from state to state and may carry substantial penalties. Drivers convicted of misdemeanor or felony DUI in the state of California can receive county jail or state prison sentences, fines, impoundment or forfeiture of vehicle, license restriction/suspension/revocation, an ignition interlock device requirement, or probation.

## TITLE IX

The Reiss-Davis Graduate School is committed to providing an environment that is free of harassment and discrimination. In keeping with this commitment, we maintain a strict policy prohibiting unlawful harassment, including any form of harassment based on race, religious creed, color, age, sex, sexual orientation, gender identity, national origin, religion, marital status, medical condition, disability, military service, pregnancy, perceived pregnancy, childbirth and related medical conditions, or any other classification protected by federal, state, or local laws and ordinances. This includes verbal, physical, visual, and electronic harassment.

Harassment as defined in this policy is unwelcome verbal, visual, or physical conduct creating an intimidating, offensive, or hostile environment that interferes with performance. Harassment can be verbal, (including slurs, jokes, insults, epithets, gestures, or teasing), graphic (including offensive posters, symbols, cartoons, drawings, computer displays, or e-mails), or physical conduct (including physically threatening another, blocking someone’s way, etc.) that denigrates or

shows hostility or aversion towards an individual because of any protected characteristics. Such conduct violates this policy, even if it is not unlawful. Because it is difficult to define unlawful harassment, people are expected to always behave in a professional and respectful manner.

Sexual harassment by any member of the campus community (student, faculty, or staff) is defined as unwelcome conduct based on a person’s sex, which interferes with the person’s ability to learn, instruct, or do his or her job. Sexual harassment may include, but is not limited to, verbal harassment (such as offensive sexual flirtations, advances, propositions, comments, jokes, verbal abuse of sexual nature or based on gender), physical harassment (such as unwelcome physical contact or touching of sexual nature), visual harassment (such as sexually suggestive pictures or objects put on display or making sexual gestures), sexual advances/favors, and gender-based hostility. The various forms of sexual harassment listed above are merely examples of conduct that violates the Reiss-Davis Graduate School’s policies and are not exhaustive.

Any person (student, faculty, or staff member) who believes he or she has been harassed should promptly report the facts of the incident or incidents and name(s) of the individual(s) involved to the Title IX coordinator, Lourdes Brown, Chief Operating Officer at [title9@reissdavis.edu](mailto:title9@reissdavis.edu), who will initiate an investigation of the claims and ensure proper action is taken. Measures may include, but are not limited to, counseling, suspension, or immediate dismissal.

All harassment and discrimination are unacceptable on campus or in other settings.

## CLERY BOUNDARIES CAMPUS MAP



Areas marked in red define the Reiss-Davis Graduate School Clery boundaries as the school is located on the campus of the parent agency, Vista Del Mar Child and Family Services.

## CLERY BOUNDARIES REPORTING TIMES

The school facilitates residential classes on campus one weekend per month on Fridays, Saturdays, and Sundays. The schedule of the classes is included below:

- Friday 4pm-10pm
- Saturday 9am-6pm
- Sunday 9am-6pm

These are the dates when students are present on campus.

During the calendar year 2022 students were present on campus on the following schedule:

- January residential classes: January 21, 22 and 23, 2022
- February residential classes: February 25, 26 and 27, 2022
- March residential classes: March 25, 26 and 27, 2022
- April residential classes: April 22, 23 and 24, 2022
- May residential classes: May 27, 28 and 29, 2022
- June residential classes: June 24, 25 and 26, 2022
- July residential classes: July 22, 23 and 24, 2022
- August residential classes: August 26, 27 and 28, 2022
- September residential classes: September 23, 24 and 25, 2022
- October residential classes: October 21, 22 and 23, 2022
- November residential classes: November 18, 19 and 20, 2022
- December residential classes: December 16, 17 and 18, 2022.

# CAMPUS CRIME STATISTICS

## The Reiss-Davis Graduate School 2022 Annual Campus Security Report

<b>Criminal Offences*</b>		<b>2022</b>
Murder/Non-negligent Manslaughter		0/0
Manslaughter by Negligence		0/0
Rape		0/0
Fondling		0/0
Statutory rape		0/0
Robbery		0/0
Aggravated Assault		0/0
Burglary		0/0
Motor vehicle theft		0/0
Arson		0/0
<b>Hate Crimes*</b>		
Murder/Non-negligent Manslaughter		0/0
Manslaughter by Negligence		0/0
Rape		0/0
Fondling		0/0
Statutory rape		0/0
Robbery		0/0
Aggravated Assault		0/0
Burglary		0/0
Motor vehicle theft		0/0
Arson		0/0
Simple Assault		0/0
Larceny theft		0/0
Intimidation		0/0
Destruction/Damage/Vandalism of property		0/0
<b>Violence Against Women (WAWA)*</b>		
Domestic Violence		0/0
Dating Violence		0/0
Stalking		0/0
<b>Arrests*</b>		
Weapons: carrying, possessing, etc.		0/0
Drug abuse violations		0/0
Liquor law violations		0/0
<b>Disciplinary Actions*</b>		
Weapons: carrying, possessing, etc.		0/0
Drug abuse violations		0/0
Liquor law violations		0/0

KEY  
# / # = On Campus / Public  
Property  
\* = Data is provided by law  
enforcement agencies and not yet  
available

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Reiss-Davis Graduate School crime statistics and campus policies concerning crime and security are distributed annually and are available on our website and upon request by emailing [graduateschool@reissdavis.edu](mailto:graduateschool@reissdavis.edu).