



Campus Security Act Disclosure Statement

The Campus Security Act (Public Law 102-26) requires postsecondary institutions to disclose the number of instances in which certain specific types of crimes have occurred in any building or on any property owned or controlled by this institution which is used for activities related to the educational purpose of the institution and/or any building or property owned or controlled by student organizations recognized by this institution. In compliance with that law, the following reflects this institution crime statistics for the period between 1/1/2019 and 12/31/2019 (past completed calendar year)

Crimes Reported	2019	Location C=Campus, N=Non-Campus
Murder (Includes non-negligent manslaughter)	0	
Negligent manslaughter	0	
Sex offenses (forcible & non-forcible)	0	
Robberies	0	
Aggravated assaults	0	
Burglaries	0	
Motor Vehicle Thefts	0	
Arson	0	

Number of arrests made for the following crimes	2019	Referred for campus disciplinary action? (Yes)(No)
Liquor Laws	0	
Drug Laws	0	
Weapons Possession	0	

*Crimes of murder, manslaughter, arson, forcible rape and aggravated assault that show evidence of prejudice based on race, religion, sexual orientation, ethnicity or disability as prescribed by the Hate Crime Statistical Act.

1. This institution does not employ campus security personnel but encourages both its employees and students to immediately report suspected criminal activity or other emergencies to the nearest available campus security officer, institutional



official and/or in the event of emergency to directly contact local law enforcement or other emergency response agencies by dialing (911).

2. All students and employees are required to report any crime or emergency to their institutional official promptly. If a student or employee wishes to report a crime on a voluntary or confidential basis, the institutional official will be prepared to record and report the crime, but not the name of the informant. The student or employee may, in order to maintain confidentiality, submit the information in writing to his/her institutional official without signature. If the student wishes no to maintain confidentiality, the student will contact his/her teacher or school official who in turn will contact the nearest supervisor to report criminal actions or emergencies to the appropriate agency by calling (911).

Preparation for the Annual Disclosure of Crime Statistics report is obtained by the institution's students services who contacts the concerned police department district for statistics and the institution's "Daily Incident Log", and then records those statistics.

3. Only students, employees and other parties having business with this institution should be on institutional property. Prospective students or any person entering the premises must sign in at the entrance and identify their purpose of visit, the person to be visited and register their time in and out of the building. All rear access doors leading to the campus are closed and locked during evening hours starting at 7:00pm. When the school closes for the night, the school's official or supervisor will inspect each floor to see that it is empty and then set the alarms and then lock down the campus. Other individuals present on institutional property at any time without the express permission of the appropriate institutional official(s) shall be viewed as trespassing and may as such be subject to a fine and/or arrest. In addition, students and employees present on institutional property during periods of non-operation without the express permission of the appropriate institutional official(s) shall also be viewed as trespassing and may also be subject to a fine and/or arrest.
4. Current policies concerning campus law enforcement are as follows:
 - a. Institution's officials have no powers of arrest other than the Citizens Arrest Law and are required in the event of a crime or emergency to call the correct agency or dial (911) for the police and emergency services. The Citizens Arrest Law will be invoked only as a last resort, and after all other possibilities have been explored.



- b. Employees shall contact their immediate or nearest supervisor to report any criminal action or emergency to the appropriate agency by calling (911). If possible, in the interim, institutional official shall attempt to non-violently deal with the crime or emergency with the appropriate agency on campus. Individual discretion must be used, as undue risk should not be taken.
 - c. The institution currently has no procedures for encouraging or facilitating pastoral or professional counseling (mental health or otherwise), other than the student or employee is encouraged to seek such aid.
5. Though this institution does not offer regularly scheduled crime awareness or prevention programs, students are encouraged to exercise proper care in seeing to his/her own personal safety and the safety of others. The following is a description of policies, rules and programs designed to inform students and employees about the prevention of crimes on campus.
 - a. Do not leave personal property in classrooms
 - b. Report to your institutional official, any suspicious persons.
 - c. Always try to walk in groups outside the school premises.
 - d. If you are waiting for a ride, wait within sight of other people
 - e. Employees (staff and faculty) will close and lock all doors, windows and blinds and turn off lights when leaving a room.
 - f. The "Crime Awareness and Campus Security Act" is available upon request to students, employees (staff and faculty) and prospective students.
 - g. The School has no formal program, other than orientation, that disseminates this information. All information is available on request.
 - h. Information regarding any crimes committed on the campus or leased/attached properties (parking lot) will be available and posted in a conspicuous place within two (2) business days after the reporting of the crime and be available for sixty (60) business days during normal business hours, unless the disclosure is prohibited by law, would jeopardize the confidentiality of the victim, or an ongoing criminal investigation the safety of an individual, cause a suspect to flee evade detection: or result in the destruction of evidence. Once the reason for the lack of disclosure is no longer in force, the institution must disclose the information. If there is a request for information that is older than sixty 60 days, that information must be made available within two (2) business days of the request.



6. The institution does not offer regularly scheduled crime awareness or prevention programs other than orientation where all the institution's policies and regulations are properly disclosed to prospective students.
7. All incidents shall be recorded in the Royal Learning Institute daily incident log located on campus at the director's office. The log includes the date, time, location, incident reported, and disposition of incident and the name of the person who took the report. The report must be entered in the log with two (2) business days after it is reported to the school's official, unless that disclosure is prohibited by law, would endanger the confidentiality of the victim.
8. This institution does not permit the sale, possession or consumption of alcoholic beverages on school property and adheres to and enforces all state underage-drinking laws.
9. The institution does not permit the possession, use or sale of illegal drugs by its employees and students and adheres to and enforces all state and Federal drug laws. The violations of these policies by students or employees may result in expulsion, termination and/or arrest.
10. Sexual assaults (criminal offences) on campus will be reported immediately to school directors, who will report it to (911) emergency and police units. The person who was victimized will be encouraged to seek counseling at a rape crisis center and to maintain all physical evidence until such a time as that person can be properly transported to a hospital or rape crisis center for proper treatment. This institution has zero tolerance of such assault; the violation of this policy by students or employees may result in expulsion, while investigations are being followed, termination and/or arrest.

Students and employees should refer to the following person or agency when reporting or seeking help on a criminal incident. Please note that any emergency that requires immediate attention should not be waited upon on to report to the school's officer but rather contact the appropriate agency by calling (911).

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