

# CAMPUS CRIME REPORT - 2022

## CAMPUS CRIME REPORT 2022

Revised 9-22-2023

Note: This institution does NOT have on-campus housing or non-campus property. As such, statistics will be reported only for on-campus and public property.

CRIMINAL OFFENSE	YEAR	GEOGRAPHIC LOCATION		TOTAL
		ON CAMPUS PROPERTY	PUBLIC PROPERTY	
MURDER/NON-NEGLIGENT MANSLAUGHTER	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
NEGLIGENT MANSLAUGHTER	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
RAPE	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
FONDLING	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
INCEST	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
STATUTUORY RAPE	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
ROBBERY	2020	0	0	0
	2021	1	0	1
	2022	0	0	0
AGGRAVATED ASSAULT	2020	0	0	0
	2021	1	0	1
	2022	0	0	0
BURGLARY	2020	0	0	0
	2021	0	0	0
	2022	2	0	2
MOTOR VEHICLE THEFT	2020	0	0	0
	2021	1	0	1
	2022	0	0	0
ARSON	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2020	0	0	0
	2021	1	2	3
	2022	0	0	0

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DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2020	0	2	2
	2021	0	0	0
	2022	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2020	0	0	0
	2021	0	0	0
	2022	0	0	0
UNFOUNDED CRIMES	2020	0	0	0
	2021	0	0	0
	2022	0	0	0

VAWA OFFENSES - ON CAMPUS	2020	2021	2022
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
VAWA OFFENSES - PUBLIC PROPERTY	2020	2021	2022
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

**HATE CRIMES**

2022 - No hate crimes reported.  
2021 - No hate crimes reported.  
2020 - No hate crimes reported.

**FIRES**

Non-Applicable as there is no on-campus housing

# CAMPUS CRIME AND DRUG/ALCOHOL AWARENESS, PREVENTION AND SECURITY PROGRAM

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## GENERAL INFORMATION

### **PROGRAM INFORMATION AND AVAILABILITY** (Revised August 8-8-18)

The key purpose of the Campus Crime Awareness, Prevention and Security Program at Shasta School of Cosmetology is to promote awareness and educate students and employees of their responsibility for their own personal security and the security of others. The *Annual Campus Crime Statistic Report* and the *Campus Crime Awareness, Prevention and Security Program* is available to all students, employees and the general public on the school website (shastaschoolofcosmetology.com) or by request. There is also a current copy posted on each bulletin board throughout the school. As part of the enrollment or hiring process of Shasta School of Cosmetology, students and employees alike receive a copy of the *Campus Crime Awareness, Prevention and Security Program*. And as part of their educational program, students receive written information on drugs and their adverse effects. Additionally, Shasta School of Cosmetology, at least once annually holds class(es) for students and employees on crime awareness and prevention and/or alcohol/drug awareness issues. Related topics for this class may include, but is not limited to, personal safety, sex crime prevention, dating and domestic violence, stalking or emergency responsiveness. Class content may vary from year to year.

### **CLERY ACT ANNUAL CRIME SECURITY REPORT** (Revised August 1, 2016)

The Clery Act mandates that higher education institutions make public their campus security policies and crime statistics. Thus, in accordance with the Clery Act and the regulations set forth by the Department of Education, Shasta School of Cosmetology (**the Financial Aid Administrator**) completes and files a campus security report annually. For purposes of this report, crime statistic information is collected from the Redding Police Department and, if applicable, from student or employee incident reports. In addition, Shasta School of Cosmetology keeps a record and reports to the Department the number of reported incidents involving acts of dating violence, domestic violence, sexual assault and stalking. Shasta School of Cosmetology does not report personally identifiable information about victims on the campus security report.

### **GEOGRAPHICAL AREAS** (Revised April 1, 2018)

For reporting purposes, Shasta School of Cosmetology's geographical areas include the school property itself located at 678 North Market Street, Redding, CA. Public property areas include the alley way directly behind the school, the public sidewalk directly in front of the school, the street directly in front of the school and the public sidewalk across the street (in front of Dutch Bros) directly in front of the school campus. Shasta School of Cosmetology does not have on- or off-campus housing or any other campus locations.

### **SCHOOL ACCESS & SECURITY CONSIDERATIONS** (Revised August 1, 2016)

During business hours, the School is open to students, parents, employees and the general public. **The campus is monitored with security cameras throughout the building and parking areas.** During non-business hours, the School is closed, locked and has a security system in place. Shasta School of Cosmetology is patrolled by the local police department at their discretion.

### **OFF-CAMPUS STUDENT ORGANIZATIONS** (Revised August 1, 2016)

At this time, this institution does not have any officially recognized student organizations at off-campus or non-campus locations.

## **MISSING STUDENTS**

Shasta School of Cosmetology does not have on-campus housing; and therefore, is not required to have missing student procedures. However, for students that are under 18 years old and not emancipated, the policy of Shasta School of Cosmetology requires that the student's parent or guardian call the school if the student will not be in attendance or tardy that day. If, in the case a minor student does not show up for class and the parent does not call, the school will take a pro-active approach and contact the custodial parent or guardian before the end of the business day and report the student's absence. The contact is then documented on the daily roll sheet.

## **CAMPUS SECURITY AUTHORITIES (Revised April 1, 2018)**

Shasta School of Cosmetology does not have a campus police department or security personnel. Please report all emergencies/alleged crimes to following administrative personnel in listed order:

### **FOR AN EMERGENCY: 911**

1. David J. Hambelton (Assistant Director/Safety Officer)
2. Terry Hambelton (Financial Director)
3. Administrative Staff

## **NO-CONTACT/RESTRAINING ORDERS (Revised August 1, 2016)**

Shasta School of Cosmetology requests to be notified by the student or employee in the case that they have in place an order of protection, "no-contact", restraining or other similar lawful order issued by a criminal, civil, or tribal court or by the institution. With the permission of the student or employee, the school also requests a photo of whom the order is against so that staff can assist in the case that the offender shows up on school property. As applicable, if an offender does show up on school property, the director, or staff member otherwise assigned, will ask them to follow the restraining order and leave the premises immediately. In the case of an emergency, 911 will be called. **Please note: Shasta School of Cosmetology does not issue orders of protection.**

## **CONFIDENTIAL REPORTING PROCEDURES**

If you are a victim or witness of an alleged crime and do not want to pursue action within the school system or the criminal justice system, you may still want to consider making a voluntary, confidential report. In this case, the School Director can file a report on the details of the incident but will exclude the victim's or witness's personally identifiable information. The purpose of a confidential report is to comply with victim's or witness's wish to keep the matter confidential while taking steps to ensure the future safety of the victim and others. With such information, the school can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the required annual crimes statistics for the institution. Finally, this institution will maintain as confidential any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide accommodations or protective measures.

## ILLEGAL DRUGS AND ALCOHOL POLICIES

Shasta School of Cosmetology has been designated as “Drug/Alcohol free”. The possession, sale, manufacture or distribution of any controlled substances is illegal under both state and federal laws. Such laws are strictly enforced by local law enforcement. Violators are subject to institutional disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to any person under the age of 21. The possession of alcohol by anyone under the age of 21 years in a public place or a place open to the public is illegal. It is also a violation of Shasta School of Cosmetology for anyone to consume or possess alcohol in any public or private area of the school campus. Violators are subject to institutional disciplinary action, criminal prosecution, fine and imprisonment.

### **DRUGS/ALCOHOL-FREE WORKPLACE STATEMENT, NOTICE TO ALL STUDENTS AND EMPLOYEES**

1. It is the policy of SHASTA SCHOOL OF COSMETOLOGY (*hereafter referred to as “this institution”*) to maintain a DRUG/ALCOHOL-FREE WORKPLACE. All students and employees are hereby notified that unlawful manufacturing, distribution, dispensing, possession or use of a controlled substance or alcohol is prohibited in this institution. *The workplace for this institution is defined in paragraph 2 below.*
2. In compliance with the DRUG/ALCOHOL-FREE WORKPLACE ACT OF 1988, this institution’s workplace is located at: 678 North Market St., Redding, CA 96003.
3. NON-COMPLIANCE WITH THE TERMS IN PARAGRAPH 1 (above) will result in the following action being taken by this institution:
  - A. TAKING APPROPRIATE PERSONNEL ACTION AGAINST SUCH A STUDENT/EMPLOYEE, UP TO AND INCLUDING TERMINATION.
  - B. REQUIRING SUCH STUDENT/EMPLOYEE TO PARTICIPATE SATISFACTORILY IN A DRUG/ALCOHOL ABUSE ASSISTANCE OR REHABILITATION PROGRAM APPROVED FOR SUCH PURPOSES BY THE FEDERAL, STATE, OR LOCAL HEALTH LAW ENFORCEMENT AGENCY.
4. All students and employees must read, understand and sign the following statements:
  - I understand that as a condition of my enrollment/employment at this institution, I must abide by the terms of paragraph 1 above.
  - I must notify Shasta School of Cosmetology of my criminal drug/alcohol statute convictions for a violation occurring in the workplace not later than five days after such conviction.
  - I understand that this institution has established a drug/alcohol-free awareness program to inform students and employees about:
    - A. The dangers of drug/alcohol abuse in the workplace
    - B. This institutions policy of maintaining a drug/alcohol-free workplace
    - C. Any available drug counseling, rehabilitation, and student/employee assistance programs and
    - D. The penalties that may be imposed upon students/employees for drug/alcohol abuse violations occurring in the workplace (see paragraph 3 above).

If needed, students shall be referred to:  
Shasta County Alcohol/Drug Programs-Outpatient  
2640 Breslauer Way Redding, CA 96001  
Phn:(530)225-5240 Fax: (530)225-5245

## REPORTING A CRIME OR EMERGENCY

### **FOR EMERGENCIES – CALL 911**

For a non-emergency: Redding Police Department (530) 225-4564

(Revised August 1, 2016)

Emergencies shall be reported—in an accurate and timely manner—by students and/or staff members. **Additionally, crimes shall be reported—in an accurate and timely manner—by students and/or staff members when the victim of a crime elects to, or is unable to, make such a report.** All reports will be investigated. If and when applicable, this institution shall report violations of the law to local law enforcement and any other emergency to the appropriate emergency response agency.

Shasta School of Cosmetology does not employ campus security personnel, but instead cooperates with all local crime prevention and emergency response agencies applicable to our campus including but not limited to the Redding Police Department, the Redding Fire Department and the Shasta County Sheriff's Department. Shasta School of Cosmetology does not recognize any off-campus student organizations. Shasta School of Cosmetology authorizes the local police department to stop or detain any persons involved in illegal activities. The director of Shasta School of Cosmetology is also authorized to stop or detain any person(s) involved in illegal activities until proper authorities arrive. Shasta School of Cosmetology accepts no responsibility for lost, stolen, or damaged property on its premises.

**Note:** *Shasta School of Cosmetology does not have any written agreement or memorandum with any law enforcement agency for the purposes of investigating alleged criminal offenses.*

### **TIMELY WARNING**

In the event that a potentially dangerous situation arises, either on or off campus, that, in the judgment of administrative staff, constitutes an ongoing or continuing threat, a “timely warning” will be issued. The School administration will issue timely warnings through in-class announcements, and/or flyers posted on the bulletin boards located throughout the school or other appropriate means unless issuing such a notification will compromise efforts to contain the emergency. Timely warnings will include: (1) the nature of the warning, and (2) precautionary information for students to protect themselves.

## SEXUAL OR PHYSICAL VIOLENCE, ASSAULT AND STALKING

(Revised August 1, 2016)

Shasta School of Cosmetology prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking in accordance with the FBI's Uniform Crime Reporting (UCR) defined **(there are no definitions of these terms in our local jurisdiction)** as the following:

Dating violence – 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 relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship. For 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 - includes felony or misdemeanor crimes of violence committed (a) by a current or former spouse or intimate partner of the victim, (b) by a person with whom the victim shares a child in common, (c) by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, (d) 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, or (e) 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.

Sexual assault – an offense that meets the definition of rape, fondling, incest or statutory rape according to the FBI's UCR

Stalking – engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for the person's safety or the safety of others; or (b) suffer substantial emotional distress.

(Revised August 1, 2016)

**There is no definition of the following term in our local jurisdiction. In reference to sexual activity, this institution defines the following according to Merriam-Webster's dictionary:**

Consent - to agree to do or allow something; to give permission for something to happen or to be done

## **REPORTING AND RESPONSE**

When a student or employee reports to the institution that the student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, Shasta School of Cosmetology is required by law to provide a written explanation of the student's or employee's rights and options.

### **FOR A REPORTED OFFENSE THAT IS NON-CAMPUS RELATED:**

Shasta School of Cosmetology **will assist**, at the request of the victim, in notifying law enforcement authorities of a sexual assault, domestic violence, dating violence or stalking incident. Please see the Additional Help Services under the *Counseling/Other Services* portion of this brochure for additional options and assistance.

### **FOR A REPORTED OFFENSE THAT IS CAMPUS RELATED:**

If you are a victim of sexual assault, domestic violence, dating violence or stalking **at this institution**, your first priority is to get to a place of safety and then obtain medical treatment if needed. Shasta School of Cosmetology strongly advocates that a victim of sexual assault, domestic violence, dating violence, or stalking report the incident within a timely manner. Time is a critical factor for evidence collection and preservation as it may assist in proving that the alleged criminal offense occurred and/or may be helpful in obtaining a protection order.

If you are a bystander in a sexual assault, domestic violence, dating violence or stalking situation **at this institution**, the following are safe and positive options for bystander intervention:

- a. If it is an emergency, call 911
- b. If possible, assist the victim in getting to a place of safety
- c. If applicable, assist the victim in seeking medical attention
- d. If applicable, offer support, encourage or assist the victim in reporting the incident to school administration and/or proper authorities.



An assault may be reported directly to the School Administration and/or the local police. Shasta School of Cosmetology **will assist**, if the victim so chooses, in notifying law enforcement authorities of a sexual assault, domestic violence, dating violence or stalking incident. Filing a report with the School Administration will not obligate a victim to file a police report or prosecute, nor will it subject a victim to scrutiny or judgmental opinions from administrative staff. A victim of sexual assault, domestic violence, dating violence and stalking may decline to notify authorities; however, filing a police report is strongly recommended. Filing a police report will: (a) ensure that a victim of sexual assault receives the necessary medical treatment and tests, (b) provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained, (c) assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

## INVESTIGATION AND DISCIPLINARY PROCEEDINGS

(Revised August 1, 2016)

The policy of Shasta School of Cosmetology is to investigate and document reports of *on-campus* alleged sex offenses, stalking, dating or domestic violence **in the following manner:**

### **STANDARD OF PROCEEDINGS** (Effective August 1, 2016)

According to the Handbook for Safety and Security Reporting, "*Proceeding* is defined as all activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim" (pg 8-15). The Clery Act requires that each institution choose a standard of evidence that they will use in their disciplinary proceedings arising from allegations of dating violence, domestic violence, sexual assault or stalking. This institution will use "clear and convincing evidence" as its standard of evidence for disciplinary proceedings.

A medium level of burden of proof which is a more rigorous standard to meet than the preponderance of the evidence standard, but a less rigorous standard to meet than proving evidence beyond a reasonable doubt. In order to meet the standard and prove something by clear and convincing evidence, a party must prove that it is substantially more likely than not that it is true. This standard is employed in both civil and criminal trials.

### **PROCEEDINGS**

General disciplinary proceeding guidelines used by this institution:

- a. To file a disciplinary complaint, request a complaint form from the administration office.
- b. Identify issue/offense
- c. Ask if there is a no-contact order; if not, ask if they would like contact information to obtain one.
- d. If there is a no-contact order, this institution will follow the instructions on such order.

Proceedings will be conducted in the following manner:

- a. Proceedings shall include a prompt, fair, and impartial process from the initial investigation to the final result. A prompt, fair, and impartial proceeding includes a proceeding that:
  1. Is conducted within a two-week time frame. An extension is allowable for good cause, which if applicable, will be determined by the school director. Written notice will be provided to the accuser and the accused of the delay and the reason for the delay.

2. Is conducted in a manner consistent with the policies of this institution and transparent to the accuser and accused.
3. Will include timely notice of meetings at which the accuser or accused, or both, may be present.
4. Will provide timely and equal access to the accuser, the accused, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings.
5. Will be conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused. As such, the following persons are appointed to conduct proceedings in the instance of **on-campus** alleged sex offenses, stalking, dating or domestic violence:

DJ Hambelton, Assistant Director

Wendy Jerome, Financial Aid Administrator

- b. Proceedings shall be conducted by officials who, at a minimum, receive annual training (via, but not limited to, webinars, classroom, electronic means, etc.) on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. As such, the following persons are appointed to receive annual training in the instance of **on-campus** alleged sex offenses, stalking, dating or domestic violence:

DJ Hambelton, Assistant Director

Wendy Jerome, Financial Aid Administrator

- c. Proceedings shall provide the accuser and the accused with the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice. The choice or presence of an advisor will not be limited for either the accuser or the accused in any meeting or institutional disciplinary proceeding; however, Shasta School of Cosmetology may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both the accuser and the accused.

(Revised August 1, 2016)

Disciplinary Measures/Sanctions - students or employees found guilty of such offenses could face criminal prosecution and suspension or expulsion from this institution. Proceeding results will be documented in the student/employee file.

Protective Measures -could include, but not limited to (a) the accused not being able to be present in school or on school grounds if a no-contact order exists, (b) providing contact information for local assault help agencies.

#### **DISCLOSURE OF DISCIPLINARY PROCEEDINGS**

For the purpose of this paragraph, outcome of a disciplinary proceeding means this institution's final determination with respect to an allegation of dating violence, domestic violence, sexual assault, or stalking and any sanction that may be imposed against the accused.

Shasta School of Cosmetology will simultaneously notify--in writing—both the accuser and the accused:

- a. The results of any institutional disciplinary proceeding that may arise from an allegation of dating violence, domestic violence, sexual assault or stalking. Results will be inclusive of any sanctions imposed by this institution and the rationale for such results and sanctions.
- b. The right to appeal the result of the institutional disciplinary within 10 days.
- c. Any changes to the original proceeding decision as a result of an appeal.
- d. When such results become final.
- e. Results from proceedings and appeals will be mailed certified with return receipt.

### **CHANGES/OPTIONS IN ACADEMIC SITUATION**

The following serves as written notification to victims about options for, available assistance in, and how to request changes to academic, living (applies to on-campus housing if such housing is available), transportation, and working situations or protective measures. Such requests may be made to the school Director. Shasta School of Cosmetology will make accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report crime to campus police (if applicable) or local law enforcement. Reasonable changes at this institution, for example, might be an academic schedule change or the student may drop and re-enter at a later date. Furthermore, this institution will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

### **COUNSELING/OTHER SERVICES**

The following information serves as written options to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims both within the institution and in the community.

**(Revised August 1, 2016)**

Shasta School of Cosmetology does not provide on-campus or off-campus counseling, mental health or other student services for victims of dating violence, domestic violence, sexual assault and stalking. **As such, this institution does not have procedures (verbal or written) that encourage both pastoral or professional counselors if and when they deem appropriate to inform those they counsel of procedures for reporting crimes voluntarily and confidentially for inclusion in our institution’s annual security report and Web-based report the Department of Education.**

The administrative staff of Shasta School of Cosmetology can, however, make recommendations for counseling, mental health or other related services that might aid in helping a victim of the crimes.

*Additional help services are available through:*

**For an emergency – Call 911**

Women’s refuge 24-hour Crisis Line (530) 244-0117

DA Crime Victim Assistance Center (530) 225-5220

Shasta County Mental Health Crisis (530) 225-5252

Visa & Immigration <http://www.uscis.gov>

Financial Aid assistance -See School FA office

Further information on the awareness and prevention of sexual or physical violence, assault and stalking prevention can be found at [www.meganslaw.ca.gov](http://www.meganslaw.ca.gov)

### **SEX OFFENDER REGISTRATION**

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a Federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. As such, registered sex offender information can be obtained at [www.meganslaw.ca.gov](http://www.meganslaw.ca.gov).

### **PROHIBITION ON RETALIATION**

The Code of Federal Regulations, Title 34, Part 668.46 2(m) requires that an institution, officer, employee or agent of an institution may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision in this section.

## EMERGENCY RESPONSE AND EVACUATION

### **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

The actions of Shasta School of Cosmetology emergency response shall in all instances be guided by the following objectives and principles:

- Protection of the life and safety of all members of our college community—students, patrons, staff alike.
- Containment/mitigation of emergency situations and assessment of damages.
- Restoration of routine school operations.

#### Annual testing

At least one time per year, Shasta School of Cosmetology will test our emergency response and evacuation procedures. Tests may be announced or unannounced. Conducting such a test will allow for assessment and evaluation of the School's emergency plans and capabilities.

#### Confirmation of an Emergency

School administration will make the determination that a significant emergency or dangerous situation is posing a serious threat to the health or safety of students or employees occurring on the campus. Significant emergencies or dangerous situations are, but not limited to, such things as earthquake, fire, gas leak, terrorist incident, armed intruder, bomb threat, explosion, hurricane or other extreme weather condition, outbreak of meningitis, norovirus or other serious illness, civil unrest or rioting, or nearby chemical or hazardous waste spill.

#### Initiating the Notification System

Upon confirmation of a significant emergency or dangerous situation, this institution will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

### Notification System

For emergency notification purposes, this institution utilizes a loud speaker system, in-class announcements, and fire alarm system. This institution's campus is small; therefore, any of the aforementioned notification methods will easily reach all persons on campus.

### **Notification to the Larger Community:**

This institution will call 911 in emergency situations in order to disseminate information to the larger community.

### *Regarding High School Students:*

If there is an emergency in the morning hours before the high school students arrive, Shasta School of Cosmetology will inform each high school of the situation and instruct them to keep their student at school that afternoon. If high school students are already in attendance and an emergency occurs, Shasta School of Cosmetology will directly call the person on the student's emergency contact form and notify them of the emergency.

### Evacuation

In the case that an evacuation is deemed necessary, administrative staff will direct all students in attendance toward the school exits and to the designated gathering site in the far northwestern corner of the school parking lot. The attached evacuation plan is to familiarize students and employees with evacuation procedures. An appointed administrative staff member will take the "hardcard" binder outside to the designated evacuation site. In this instance, the binder will be utilized for purposes of emergency contact and accounting for the presence of currently enrolled students.

### Shelter-in-Place Procedures

#### **What it means:**

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

#### **How You Will Know to "Shelter-in-Place":**

A shelter-in-place notification may come from several sources. The first most-likely source would be the school administration, then emergency services personnel such as Redding Police Department, Redding Fire Department, or Shasta County Sheriff's Department.

#### **Basic "Shelter-in-Place" Guidance:**

If an incident occurs and the building you are in is not damaged, stay inside and seek an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings and follow the school evacuation procedures. If the police or fire department personnel are on the scene, follow their directions. No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise follow these steps unless instructed otherwise by local emergency personnel:

- a. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.

- b. Locate a room to shelter inside. It should be (a) an interior room, (b) above ground level, and (c) without window or with the least numbers of windows. If there is a large group of people inside a particular building, several rooms maybe necessary.
- c. Shut and lock all windows and close exterior doors.
- d. Turn off air conditioners, heaters, and fans.
- e. Close vents to ventilation systems as you are able. Staff will turn off ventilation as quickly as possible.
- f. Make a list of the people with you. A staff member will call the list in to the police department, so they know where you are sheltering. If only students are present, one of the students should call in the list.
- g. Make yourself comfortable and turn on a radio or TV and listen for further instructions.

### **Emergency Response Actions**

#### **In the case of a fire, gas leak, bomb threat, chemical or hazardous waste spill, explosion:**

At the sound of the fire alarm or in-class announcement:

- Everyone **will** evacuate the building according to the school evacuation plan. Where applicable, help those to evacuate that need assistance—elderly, disabled, etc.
- Follow instructions from supervisors, fire department, or the police
- Do not re-enter the building until authorized to do so by emergency personnel

#### **In the case of an earthquake:**

*If you are indoors:*

- **DROP** to the ground; take **COVER** by getting under a sturdy table, or other piece of furniture, and **HOLD ON** until the shaking stops. If there isn't a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building.
- Stay away from glass, windows, outside doors and walls, and anything that could fall, such as lighting fixtures or furniture.
- Use a doorway for shelter only if it is in close proximity to you and only if you know it is a strongly supported, loadbearing doorway.
- Stay inside until the shaking stops and it is safe to go outside. (*Research has shown that most injuries occur when people inside buildings attempt to move to a different location inside the building or try to leave.*)
- Be aware that the electricity may go out or the sprinkler systems or fire alarms may turn on.

*If you are outdoors:*

- Stay there; however, move away from buildings, streetlights, and utility wires.
- Once in the open, stay there until the shaking stops. The greatest danger exists directly outside buildings, at exits and alongside exterior walls. (*Many fatalities from earthquakes occur when people run outside of buildings only to be killed by falling debris from collapsing walls. Ground movement during an earthquake is seldom the direct cause of death or injury. Most earthquake-related casualties result from collapsing walls, flying glass, and falling objects.*)

#### **In the case of an armed intruder/terrorist incident:**

- In case of an immediate life-threatening event, each individual should take whatever actions are necessary to protect his or her own life and **CALL 911**.
- If it is possible to flee the area safely and avoid danger, do so.
- If flight is impossible, lock (or barricade) all doors and secure yourself in a safe area.

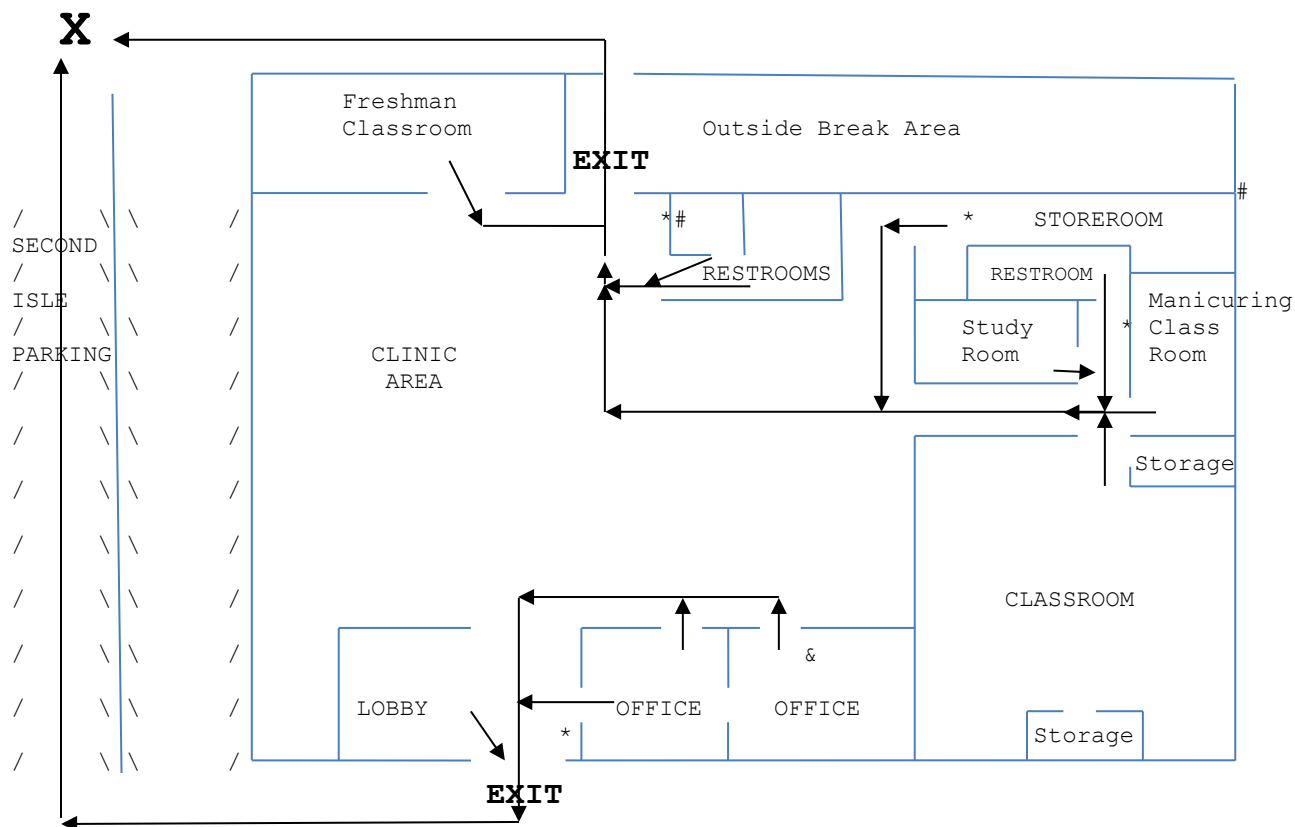
- Remain in place until an “all clear” is given by an authorized person or law enforcement official.

**In the case of a campus disturbance**

- Administration will determine the level of emergency and call 911, if necessary
- Urge students to calm down, encourage students to leave area.
- Diffuse disruptive situation by using distraction techniques (whistle, yell, bull horn, etc.).
- Identify and isolate the major participants.
- Move students involved in disturbance to an isolated area.
- Document situation

August 1, 2016

## EVACUATION PLAN



Emergency evacuation drills will be regularly scheduled. At the sound of the alarm, EVERYONE will:

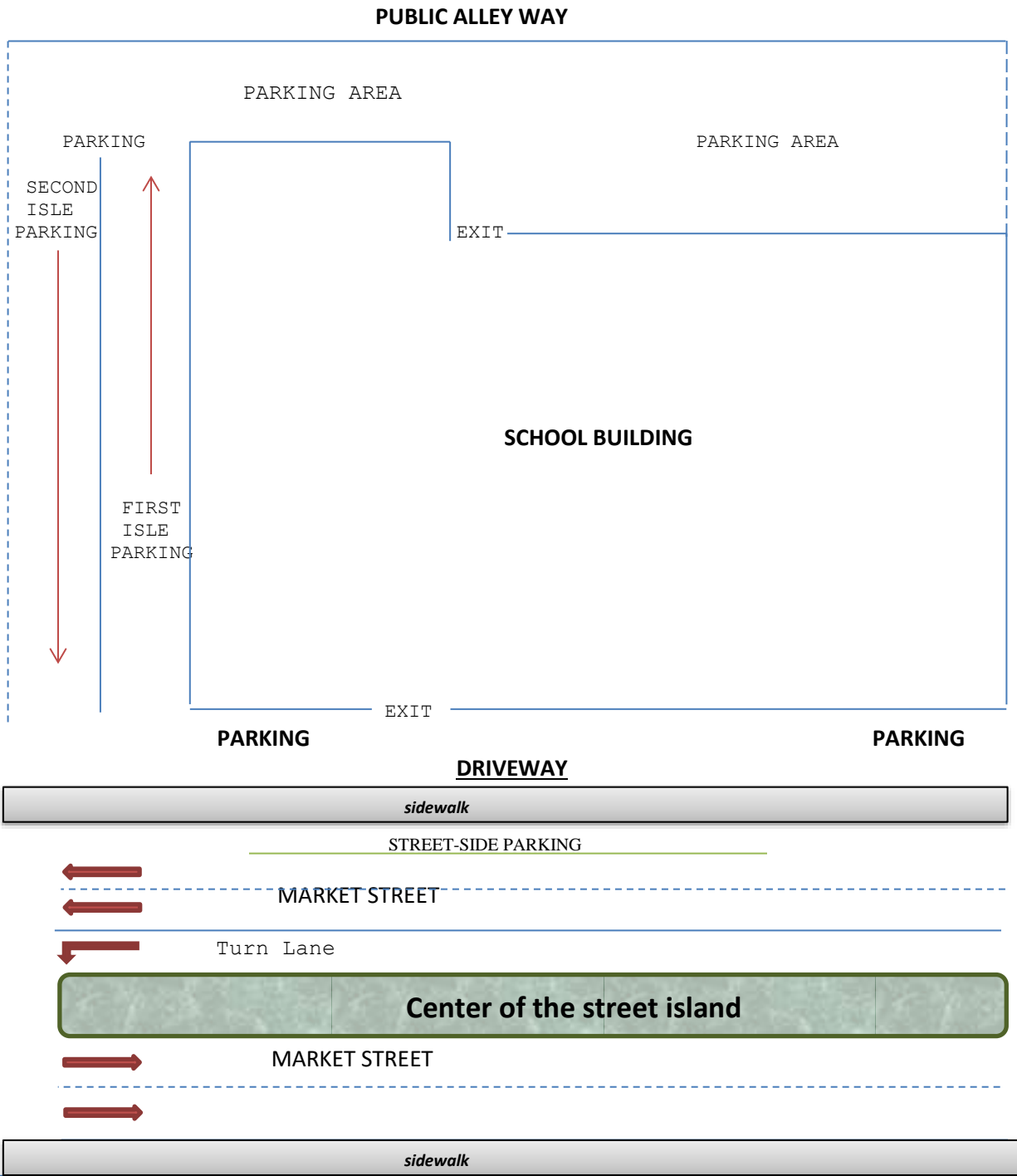
1. FORM a single line and evacuate the school building immediately in an orderly fashion through the nearest exit and to the farthest parking aisle (refer to floor plan).
2. WALK. Do Not run. Do Not take personal belongings.
3. SILENCE will be strictly observed. Listen for any specific instructions from your teachers.
4. Upon student and personnel evacuation, appointed staff will search building for any persons left behind and advise Director of an "All Clear".
5. On the floor plan:
  - Fire extinguishers are marked with a "\*".
  - Circuit Breakers are marked with a "#".
  - First Aid Kit is marked with a "&".

Revised 8-26-2023



# CAMPUS CRIME ON-CAMPUS AND PUBLIC PROPERTY

(April 1, 2018)



DUTCH BROS

**SSC Geographic Reporting area:**

1. The School building and parking lot areas surrounding the bldg
2. The alley way directly behind the school parking area
3. The sidewalk directly in front of the school
4. The street (Market street) directly in front of the school
5. The sidewalk across the street directly in front of Dutch Bros

## RISK REDUCTION

To encourage the responsibilities of personal safety and reduce the risks of becoming a victim of crime while at school or work, students and staff are recommended the following options:

1. While on school campus and parking areas, always be aware of your surroundings.
2. While you are at school, always keep your vehicle locked.
3. Do not leave items of value in your vehicle while in attendance at school.
4. Until the school doors open, early-bird students that are alone are encouraged to wait in front of the school or across the street at Dutch Bros instead of in the back of the school by the alley.
5. If you observe a person on campus acting suspiciously, notify an instructor immediately.
6. Do not confront anybody that looks sketchy or that you have witnessed committing a crime on the school campus.
7. If you have a legal restraining order against somebody, please notify the administrative office.
8. If you are having an unresolved or ongoing problem with another student or staff member, please notify the administrative office immediately.

Revised April 1, 2018

## WHAT IS STALKING?

While legal definitions of stalking vary from one jurisdiction to another, a good working definition of stalking is *a course of conduct directed at a specific person that would cause a reasonable person to feel fear.*

### STALKING VICTIMIZATION

- 6.6 million people are stalked in one year in the United States.
  - 1 in 6 women and 1 in 19 men have experienced stalking victimization at some point during their lifetime in which they felt very fearful or believed that they or someone close to them would be harmed or killed.
- Using a less conservative definition of stalking, which considers any amount of fear (i.e., a little fearful, somewhat fearful, or very fearful), 1 in 4 women and 1 in 13 men reported being a victim of stalking in their lifetime.
- The majority of stalking victims are stalked by someone they know, 66% of female victims and 41% of male victims of stalking are stalked by a current or former intimate partner.
  - More than half of female victims and more than 1/3 of male victims of stalking indicated that they were stalked before the age of 25.
  - About 1 in 5 female victims and 1 in 14 male victims experienced stalking between the ages of 11 and 17.
- [Michele C. Black et al., "The National Intimate Partner and Sexual Violence Survey: 2010 Summary Report," (Atlanta, GA: National Center for Injury Prevention and Control, Centers for Disease Control and Prevention, 2011).]
- 46% of stalking victims experience at least one unwanted contact per week.
  - 11% of stalking victims have been stalked for 5 years or more.
- [Katrina Baum et al., "Stalking Victimization in the United States," (Washington, DC: Bureau of Justice Statistics, 2009).]

### STALKING AND INTIMATE PARTNER FEMICIDE

- 76% of intimate partner femicide victims have been stalked by their intimate partner.
  - 67% had been physically abused by their intimate partner.
  - 89% of femicide victims who had been physically assaulted had also been stalked in the 12 months before their murder.
  - 79% of abused femicide victims reported being stalked during the same period that they were abused.
  - 54% of femicide victims reported stalking to police before they were killed by their stalkers.
- [Judith McFarlane et al., "Stalking and Intimate Partner Femicide," *Homicide Studies* 3, no. 4 (1999).]

### RECON STUDY OF STALKERS

- 2/3 of stalkers pursue their victims at least once per week, many daily, using more than one method.
- 78% of stalkers use more than one means of approach.
- Weapons are used to harm or threaten victims in 1 out of 5 cases.
- Almost 1/3 of stalkers have stalked before.
- Intimate partner stalkers frequently approach their targets, and their behaviors escalate quickly.

[Kris Mohandie et al., "The RECON Typology of Stalking: Reliability and Validity Based upon a Large Sample of North American Stalkers," *Journal of Forensic Sciences*, 51, no. 1 (2006).]

### IMPACT OF STALKING ON VICTIMS

- 46% of stalking victims fear not knowing what will happen next.
  - 29% of stalking victims fear the stalking will never stop.
  - 1 in 8 employed stalking victims lose time from work as a result of their victimization and more than half lose 5 days of work or more.
  - 1 in 7 stalking victims move as a result of their victimization.
- [Baum et al.]
- The prevalence of anxiety, insomnia, social dysfunction, and severe depression is much higher among stalking victims than the general population, especially if the stalking involves being followed or having one's property destroyed.
- [Eric Blaauw et al., "The Toll of Stalking," *Journal of Interpersonal Violence*, 17, no. 1 (2002): 50-63.]

### STALKING LAWS

- Stalking is a crime under the laws of 50 states, the District of Columbia, the U.S. Territories, and the Federal government.
- Less than 1/3 of states classify stalking as a felony upon first offense.
- More than 1/2 of states classify stalking as a felony upon second or subsequent offense or when the crime involves aggravating factors.
- Aggravating factors may include: possession of a deadly weapon, violation of a court order or condition of probation/parole, victim under 16 years, or same victim as prior occasions.

For a compilation of state, tribal, and federal laws visit [www.victimsofcrime.org/src](http://www.victimsofcrime.org/src).

Last updated August 2012

## THE STALKING RESOURCE CENTER

The mission of the Stalking Resource Center is to enhance the ability of professionals, organizations, and systems to effectively respond to stalking. The Stalking Resource Center envisions a future in which the criminal justice system and its many allied community partners will effectively collaborate and respond to stalking, improve victim safety and well-being, and hold offenders accountable. Visit us online at [www.victimsofcrime.org/src](http://www.victimsofcrime.org/src). Contact us at 202-467-8700 or [src@ncvc.org](mailto:src@ncvc.org).

This document may be reproduced only in its entirety. Any alterations must be approved by the Stalking Resource Center.

This document was developed under grant number 2008-TA-AN-K017 from the Office on Violence Against Women (OVW) of the U.S. Department of Justice. The opinions and views expressed in this document are those of the author(s) and do not necessarily represent the official position of the Office on Violence Against Women of the U.S. Department of Justice. For more information on the U.S. Department of Justice Office on Violence Against Women visit <http://www.ovw.usdoj.gov>.



## Stalking Safety Tips

### Safety Anytime:

- If possible, have a phone nearby at all times, preferably one to which the stalker has never had access. Memorize emergency numbers, and make sure that 911 and helpful family or friends are on speed dial.
- Treat all threats, direct and indirect, as legitimate and inform law enforcement immediately.
- Vary routines, including changing routes to work, school, the grocery store, and other places regularly frequented. Limit time spent alone and try to shop at different stores and visit different bank branches.
- When out of the house or work environment, try not to travel alone and try to stay in public areas.
- Get a new, unlisted phone number. Leave the old number active and connected to an answering machine or voicemail. Have a friend, advocate, or law enforcement screen the calls, and save any messages from the stalker. These messages, particularly those that are explicitly abusive or threatening, can be critical evidence for law enforcement to build a stalking case against the offender.
- Do not interact with the person stalking or harassing you. Responding to stalker's actions may reinforce their behavior.
- Consider obtaining a protective order against the stalker. Some states offer stalking protective orders and other victims may be eligible for protective orders under their state's domestic violence statutes.
- Trust your instincts. If you're somewhere that doesn't feel safe, either find ways to make it safer, or leave.
- If in imminent danger, locate a safe place. Consider going to:
  - Police Station
  - Residences of family or friends (locations unknown to the perpetrators)
  - Domestic violence shelter
  - Place of worship
  - Public areas (some stalkers may be less inclined toward violence or creating a disturbance in public places).

### Safety at home:

- Identify escape routes out of your house. Teach them to your children.
- Install solid core doors with dead bolts. If all keys cannot be accounted for, change the locks and secure the spare keys. Fix any broken windows or doors.
- Have a code word you use with your children that tells them when they need to leave.



### Stalking Safety Tips

- Inform neighbors and, if residing in an apartment, any on-site managers about the situation, providing them with a photo or description of the stalker and any vehicles they may drive if known. Ask your neighbors to call the police if they see the stalker at your house. Agree on a signal you will use when you need them to call the police.
- Pack a bag with important items you'd need if you had to leave quickly. Put the bag in a safe place, or give it to a friend or relative you trust.
- Consider putting together a "stalking sack" that includes the stalking log, a camera, information about the offender, etc. More information on Stalking Sacks.

### Safety at work and school:

- Give a picture of the stalker to security and friends at work and school.
- Tell your supervisors. They have a responsibility to keep you safe at work.
- Ask a security guard to walk you to your car or to the bus.
- If the stalker contacts you, save any voicemails, text messages, and e-mails.
- Give the school or daycare center a copy of your protective order. Tell them not to release your children to anyone without talking to you first.
- Make sure your children know to tell a teacher or administrator at school if they see the stalker.
- Make sure that the school and work know not to give your address or phone number to anyone.
- Keep a copy of your protective order at work.

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If you have a psychiatric emergency or need urgent care, call 911.



Funding is provided through the Mental Health Services Act and state and federal dollars.  
SHASTA COUNTY HEALTH AND HUMAN SERVICES AGENCY  
Mental Health, Alcohol and Drug Services  
www.shastahsa.net  
Revised 01/2015

ACCESS TO  
**TREATMENT & RECOVERY SERVICES**



SHASTA COUNTY HEALTH AND HUMAN SERVICES AGENCY  
Mental Health, Alcohol and Drug Services  
www.shastahsa.net

**CONTACT INFORMATION**

**Youth and Adult Services**  
Phone (530) 225-5200,  
(888) 385-5201

**Crisis Services (Access Team)**  
Phone (530) 225-5252,  
(888) 385-5201

**HIPAA Privacy Officer**  
Phone (530) 225-5995

**Patients Rights Advocate**  
(530) 225-5506

**Problem Resolution**  
(530) 245-6750 or  
(888) 385-5201

**California Relay Service**  
Toll free 711

**PHYSICAL LOCATION**  
2640 Breslauer Way  
Redding, CA 96001  
(530) 225-5200  
Toll Free: (888) 385-5201

**Clinic hours:**  
8 am to 3 pm Monday through Friday to initiate services  
8 am to 5 pm Monday through Friday for crisis services

**OUR WEBSITE**  
www.shastahsa.net

The County of Shasta does not discriminate on the basis of a disability in admission to, access to or operations of its programs, services or activities. If you need an ADA accommodation, please contact Shasta County Support Services at (530) 225-5248.

## WHO WE SERVE

Shasta County residents who meet eligibility criteria can participate in ongoing mental health services. Generally, these are either adults with a serious mental health illness that causes significant impairment in an important area of their lives (housing, employment, relationships, etc.), or youth with a serious emotional disturbance that causes significant problems (at home, school or the ability to reach developmental milestones). In addition to ongoing services, the county provides services to anyone experiencing a mental health crisis.

## HOW TO GET SERVICES

You may request mental health, alcohol and drug services by calling the Access Team (see Contact Information). Our mental health clinicians provide screening, referrals and assessments. We will always treat you with respect, sensitivity and confidentiality. Information is available 24 hours a day, seven days a week. Bilingual staff and/or interpreter services (including American Sign Language) are available free. **If you are experiencing a mental health crisis, please call Crisis Services at 225-5252 (or toll free, (888) 385-5201),**

## IS THIS CONFIDENTIAL?

Yes. We do not release information to anyone without client permission, or as allowed or required by law.

## AVAILABLE SERVICES

**Youth Services** include urgent mental health care, hospital discharge planning and follow-up, and screening and assessment. Youth also have access to services through contract providers, including services at many schools.

**Adult Services** help adults who have severe, persistent mental health issues. Our treatment planning team includes psychiatrists, nurses, nurse practitioners, clinicians, case managers and peer support.

**Crisis Residential and Recovery Center** is a voluntary residential facility that provides people with local support during a mental health crisis. Clients here can stabilize and develop a plan for their future.

**Alcohol and Drug Services** are available to adults and youth struggling with addiction. A list of community providers is available at [www.shastahsa.net](http://www.shastahsa.net).

## HOW IT WORKS

People can call or come into our office during our regular hours, or call the Access Team at any time. We are focused on recovery. We are culturally proficient.

When you contact us, our Access Team will work with you to determine what services you need. Together, we will discuss the options available to meet your needs.

## OUR TREATMENT PHILOSOPHY

Everyone who comes through our door will be welcomed and offered support. We will support you in determining what services you need in order to get well.

## OUR MISSION

Partnering to provide accessible and comprehensive alcohol, drug and mental health services within the community.

## OUR VISION

Wellness and recovery through supportive communities.

## OUR VALUES

Welcoming · Accessible · Quality · Strength-Based · Integrated · Supportive · Partnering

## CONTACT THE ACCESS TEAM

Phone (530) 225-5252  
Toll Free (888) 385-5201  
California Relay Service 711  
Fax (530) 225-3870

If you are having a psychiatric emergency or need urgent care, call 911. If someone you know is having an emergency, call 911 and request a health and wellness check.





easily, acute anxiety with mood swings can surprise the user. Long-range psychological and physical damage is a risk of beginning casual use.

**COCAINE**

A white crystalline powder extracted from the leaves of the coca plant, in its pure form. The drug is universally mixed with other substances by dealers to increase the bulk and profits. These additives are often irresponsible, including even toxins that have the right look and taste. Always risky in us, frequency heightens the danger. Smoking it affects the brain in seconds and even small amounts can result in heart or respiratory failure.

**CRACK**

Also called 'rock', it's a purified version of cocaine that is 'smoked' by inhaling the fumes while heating the drug. Dealers sell small chunks for burning with tobacco or marijuana. Crack gives an intense high within seconds that lasts 5 to 7 minutes. Deep depression is chemically the next stage, encouraging repeated resort to the drug. It can cause intense dependency in a short time.

**AMPHETAMINES**

The chemist's magic may place a tempting selection before you. These are the amphetamines, dextroamphetamine and methamphetamine—speed, white crosses, uppers, dexies, bennies, and crystal, most in tablet or capsule form. They increase heart and breathing rates, raise blood pressure, often cause blurred vision, dizziness, loss of sleep and anxiety. The temporary 'high' upsets the body chemistry, leads to long term danger.

**ALCOHOL**

May provide a feeling of confidence and being in control. Those likely to be addicted may have an enzyme deficiency which allows them a high rate of consumption without drunkenness, encouraging a belief that since one doesn't get obviously drunk no harm is done. The tolerance is only on the surface. Liver, brain, heart and stomach destruction goes on

even without apparent symptoms. Over time, beer, wine and wine coolers, as well as hard alcohol, often cause dependency and may be fatal.

**JUST SAY YES**

To your own health and success. You are important!

Yes—To career preparation and you are on the right track. With your teachers' and school staff's concern and help you can be ready soon to step up to the lifestyle you deserve!

Yes—To a life clear of drug-induced, artificial highs. A good life is itself a natural high!

Yes—To continuing education and training, keeping you current with the needs of the marketplace.

Yes—Say it to someone at this school, ready to meet with you! Check with our office: Just ask, "Who Cares?"

YOU CAN SAY NO TO CHEMICAL ADDICTION AND THOSE HOPING TO PROFIT FROM YOUR LOSS



**WHO CARES  
IF I DO  
OR IF I  
DON'T  
?**

## WE CARE ...

Each one of us at some time needs special help. Today might be the right time to act on your life situation. Do please realize how shallow it is to believe "No one cares" whether you can reject a destructive habit. We care. We can help you to meet all personal and career goals.

Not one person doesn't face social pressures because pursued by doubts and haunted by fears while trying to live up to society's expectations. At these times, if a person doesn't quickly find the caring human response that everyone craves, it's tempting to find a chemical substitute. What everyone needs is experienced human assistance.

This school has a program that provides a caring contact when you're ready. This brief survey of addictive substances is meant to encourage you to seek this contact before it's too late to ask for it.



## WHY THE DRUG PROBLEM?

More high school and college age students in America are involved with alcohol or illicit drugs than students in any other industrialized nation in the world. Studies have shown that even where our youth possesses more than those in other parts of the world, something is still missing.

What's missing frequently has no direct connection to alcohol or other drugs. But just to have someone

CARE about you—someone for you to talk with and to listen carefully—can often be your best deterrent of a chemical dependency. Drugs can never take the place of someone who will really care about you.

## MYTHS

### "ONE TIME CAN'T HURT YOU"

The precise effects, or quality, or even composition of the drugs that you might obtain are necessarily unpredictable. Because what dealers package as marijuana, heroin, cocaine or crack and other synthetic drugs takes effect in minutes if not seconds, rarely can you "see what it's like" before the drug gets hold. You'll know too late. Extreme bodily harm, even death, can be the result.

### "THE MOST DANGEROUS DRUGS HAVE BEEN OUTLAWED"

Hundreds of new and little-understood synthetic drugs are coming onto the street for sale. U.S. News & World Report notes, "These drugs haven't been tested. No one is even sure about the toxic effects. But people are still lining up to buy them. The public is taking the role of guinea pigs."

### "YOU WON'T BECOME ADDICTED WITH CASUAL USE"

This is a very dangerous myth. Over 2 million cocaine addicts could tell you different. And you may also learn that, "Once you start using crack, you can't stop." Most of the drugs cause intense dependency and addiction within a short period of experiment.

## COSTS



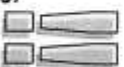
Your personal expense for having a drug habit can be from \$200 to \$3000 per week. This is just the beginning, and only the dollar value. The costs are to your future family and lifestyle and career.

prospects as well as to your physical well being and self-respect.

The costs will mount. Your physical and mental state will diminish. As tolerance develops with your continued use, the drugs can cause recurrent depression, paranoia, irritability and other problems that you and others will not mistake. Sometimes the consequences are fatal.

All this cost can be controlled—can be prevented. You can dedicate yourself to your well being and your career success. Say YES to your future development, instead of to addiction.

## WARNING SIGNS



- Wanting to be intoxicated when sober
- Worrying about "Where to get more"
- Deep depression
- Loss of energy and appetite
- Lack of sleep
- Sexual indifference
- Shifting feelings about oneself

We're all in a process of change, all the time. But you'll be alarmed if you see these cravings and obsessions and deterioration entering your life. Don't just ignore the signs. Find someone who cares and won't condemn but helps.

## FACTS ABOUT DRUGS

### MARIJUANA

The most commonly-used current drug, this mind-altering active agent is obtained from the marijuana (ganja, sensimilla) plant and more than 400 chemical combinations. In minutes the heart beat can be speeded by up to 50 percent. A sense of euphoria, or heightened mood, can result but as