

# Wake Forest University

## 2022 Annual Security and Fire Safety Report

Information for 2021 – 2022 Academic Year  
Containing 2019, 2020, 2021 Statistics

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Campuses addressed in this report include:

Reynolda, Charlotte, Brookstown, Wake Washington, Casa Artom, Flow House, Salamanca, Barcelona, Worrell House, London INSTEP, Cambridge INSTEP, Copenhagen, Santiago and the Innovation Quarter (Wake Downtown).

All policy statements contained in this report apply to all campuses unless otherwise indicated.

## WAKE FOREST UNIVERSITY 2022 Annual Crime and Fire Report

### **INTRODUCTION**

This report is prepared to fulfill the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (a.k.a. the “Clery Act”). The Report is prepared by staff members of Wake Forest University (referred to throughout this report as “WFU”, “University” and “institution”). This report may be found at the University Police website: [www.wfu.edu/police](http://www.wfu.edu/police). The report will be mailed to anyone requesting a paper copy. Anyone may obtain a paper copy at the administrative office of the University Police in Alumni Hall on the University’s Reynolda Campus.

Crime statistics in this report for the University’s Reynolda Campus are referred to as “WFU Reynolda campus,” which is located at 1834 Wake Forest Road. Statistical data was submitted to the U. S. Department of Education as one university listing data for every location where the University operates education programs and activities. In 2018, Wake Forest University opened Wake Downtown in the Innovation Quarter in downtown Winston-Salem. That same year, the Wake Forest University School of Medicine opened the Bowman Gray Center for Medical Education (BGCME), also in the Innovation Quarter in downtown Winston-Salem. These locations are composed of two buildings that were renovated and opened for use. These two buildings are connected by a lobby entrance and access doors between floors 1 to 4 in each building. One building is the Bowman Gray Center for Medical Education (which is used by the Wake Forest University School of Medicine) at 475 Vine St. and the other is Wake Downtown at 455 Vine St. (which is used by Wake Forest University for undergraduate and graduate studies). An additional building, located at 525 Vine St., is also included in the Innovation Quarter and used for educational purposes by the Wake Forest University School of Medicine. Security at Wake Downtown and BGCME is provided by the WFU Police who report crime statistics to WFBMC for inclusion in the Innovation Quarter campus crime statistics that are also reported in the WFBMC Annual Security Report. Sunstates Security also provides security services at BGCME. Crime statistics for other locations in Innovation Quarter leased or owned by WFBMC, including 525 Vine St., are provided by Sunstates Security and local law enforcement agencies other than WFU Police.

Statistics in this report are obtained from the incident reports of the WFU Police, WFBMC Security Services, Sunstates Security, other local law enforcement agencies (including overseas) and information from other campus officials identified as Campus Security Authorities.

For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to all Campus Security Authorities.

All statistics are gathered, compiled, and reported to the University community via this report, which is published by the WFU Police Department. The WFU Police Department submits the annual crime statistics published in this report to the U.S. Department of Education (ED). The statistical information gathered by the U.S. Department of Education is available to the public through the ED website.

Campus Security Authorities include, but are not limited to: faculty/staff advisors to registered student organizations, coaches for Intercollegiate Athletics and Intramural Sports, Directors of Residence Life and staff who directly monitor student residences, the Dean of Students Office, Vice Presidents for Campus Life, Director and Advisors for Study Away Programs, Title IX Office, Residential Hall Directors, Residential Advisors, Campus Recreation Staff who monitor access, ZSR Library Staff who monitor access, Office of Wellbeing Staff, Student Health Services Staff, Summer Program Staff, Certain Human Resources Staff and Wake Downtown Staff Advisors. Campus Security Authorities (CSA) can report statistical information for this report via the CSA input page located on the Wake Forest University Police web page <https://police.wfu.edu/clery/campus-security-authority/>.

### **Pastoral and Professional Counselors**

When acting in their roles as pastoral and professional counselors, as defined below, such counselors are not considered Campus Security Authorities and therefore are exempt from disclosing reported offenses. It is the policy of Wake Forest University to encourage pastoral and professional counselors, if and when they deem it appropriate, to inform the person they are counseling of the University's voluntary, confidential reporting options. These options include reporting information through Silent Witness located on the University Police web page (and are described in the "Voluntary, Confidential Reporting" section of this report). Pastoral and professional counselors can report Clery incidents through the Wake Forest University Police webpage and a review of Clery policies and procedures are reviewed with them on an annual basis.

#### *Pastoral Counselor*

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

### *Professional Counselor*

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community, and who is functioning within the scope of his or her license or certification.

#### **The following steps are how you can contribute to a safe and healthy community.**

1. **BE ALERT.** Always be alert to your surroundings.
2. **IF YOU OBSERVE ANY SUSPICIOUS ACTIVITY OR WISH TO REPORT ANY CRIMINAL ACT, CALL THE POLICE IMMEDIATELY.** For police, fire or medical emergencies on the Reynolda campus, you may contact University Police by calling 911 from any campus phone or 336-758-5911 from an off-campus phone or cell phone. While at Wake Forest Baptist Medical Center, you may contact Medical Center Security by calling 6-9111 from any house phone or 336-716-9111 from an off-campus phone or cell phone. You may also use any of the emergency call boxes throughout the Reynolda campus. Simply push the button, or follow the instructions on the phone, to be in direct contact with University Police. The campus community is encouraged to accurately and promptly report all crimes and safety-related incidents to the University Police. At Charlotte, Wake Washington, Brookstown, or Wake Downtown (Innovation Quarter) dial 911. In England dial 999, in Italy, Spain and Denmark dial 112, in Santiago and Austria dial 133.
3. **IF YOU BECOME AWARE OF A CRIME, OBSERVE A SUSPICIOUS PERSON OR SITUATION, OR ARE A VICTIM YOURSELF, PROMPTLY REPORT IT TO THE POLICE.** Timely reports increase the likelihood that critical evidence will be obtained, stolen property will be recovered, and the offender will be successfully prosecuted. This is especially important in cases involving sex offenses. A prompt report to the police will also ensure that you are made aware of all available victim support services.
4. **AVOID WALKING ALONE AT NIGHT.** Make arrangements to walk in groups, whenever possible. In Winston-Salem, use the University Shuttle or use the Medical Center Van Service. Hours of operation for the Reynolda Campus Shuttle can be found at: <https://parking.wfu.edu/ride-the-wake/>. Hours of operation for the Medical Center Van Services can be found at <http://intranet.wakehealth.edu/Departments/Van-Services/>. At Innovation Quarter campus, you may also contact Sunstates Security at 336-713-1568 for a security escort. If you must travel alone at night, stay on well-lit paths and sidewalks.
5. **KEEP YOUR ROOM DOOR LOCKED AT ALL TIMES.** Locking your door with your key, wherever you reside, is an effective way to reduce theft and enhance personal safety. The vast majority of thefts occur from unlocked rooms when the occupant is gone only briefly. Do not prop open exterior doors; close any doors you find propped open. Propped doors are a high risk and greatly increase

chances of your victimization. University Police Communications monitors doors with key card readers and door alarms on the Reynolda campus. Sunstates Security (at Innovation Quarter) monitor doors with card access readers and door alarms. Other campuses do not have monitored card readers. Police or Security Officers are dispatched immediately to investigate any propped doors. Do not open your door to someone you do not know.

6. **DO NOT LEND YOUR KEY OR KEY CARD TO ANYONE.** Your action could result in both you and/or an innocent victim being referred to the campus Conduct system. Report a lost or stolen key to University Policy and your R.A. and to the local Police on campuses other than Reynolda. At Innovation Quarter, report a lost or stolen key to Sunstates Security.

7. **REPORT OBSCENE, ANNOYING, OR HARASSING PHONE CALLS OR E-MAIL MESSAGES IMMEDIATELY.** On the Reynolda campus, University Police will investigate, and as patterns develop, will work closely with telecommunications and Information Technology Services to help identify offenders. At other campuses, report to the local police.

8. **REPORT ALL SECURITY-RELATED MAINTENANCE PROBLEMS.** Locks, doors, windows, exterior lights in need of replacement, shrubbery in need of trimming or other unsafe conditions should be reported immediately to Facilities or Engineering by calling the Facilities Management Service Line on the Reynolda Campus at 336-758-HALL (x4255), or Sunstates at 336-713-1568 at Innovation Quarter. Campus facilities and landscaping are maintained in a manner to minimize hazardous conditions. University Police and Sunstates routinely check for malfunctioning lights and other unsafe physical conditions. Any conditions found are reported to the appropriate department. At other campuses report maintenance issues to the branch administrator.

9. **IDENTIFY YOUR VALUABLES USING OPERATION ID (Reynolda Campus only).** Use engravers from University Police to mark your valuables. Then, fill out an Operation ID form at <http://police.wfu.edu/forms-pubs/operation.ID/#form>.

10. **PARK YOUR CAR IN WELL-LIT AREAS AND KEEP IT LOCKED.** Lock all valuables in your trunk.

11. **REGISTER YOUR BICYCLE WITH UNIVERSITY TRANSPORTATION & PARKING (Reynolda Campus only).** They will issue a registration sticker to affix to your bicycle to deter theft and aid in recovery if it is stolen. Bicycle registration is mandatory. University Police strongly recommends a U-style lock. A registered and properly locked bicycle is much less likely to be stolen. Registration is fast and free.

12. **PARTICIPATE IN PERSONAL SAFETY AND SECURITY AWARENESS PROGRAMS.** The University Police frequently conduct programs that promote crime resistance skills that are also available for students enrolled in the Wake Forest School of Medicine programs. Rape Aggression

Defense (RAD) is a personal defense course offered to women at the Reynolda Campus (by request). For information on RAD or other programs, please call University Police at 336-758-5591 or email at [stormedg@wfu.edu](mailto:stormedg@wfu.edu), or the Title IX Coordinator at 336-758-7258.

13. **BE AWARE OF CAMPUS CRIME TRENDS.** Information on campus crime is available from the University Police. University Police maintain a daily Crime/Fire Log which can be found online at: <https://police.wfu.edu/clery/daily-crime-fire-log/>. A printed copy can be obtained at the University Police Office in Alumni Hall during business hours. The Crime/Fire log for the Innovation Quarter campuses can be found at the security desk at the main entrance or at the Wake Forest University Police Department.

14. **PROTECT YOUR LAPTOP.** Always have your Laptop secured, whether in your room or in study areas, as it is a high value, targeted item for theft.



# **UNIVERSITY POLICIES**

## **Reporting of Crime, Fire or Other Emergency**

All students, employees, and visitors are encouraged to accurately and promptly report all potential criminal activity, suspicious behavior, and any emergencies to the campus police or security personnel listed below for the applicable campus (where such personnel exists) and/or to the local law enforcement agency with jurisdiction at the campus. Prompt reporting assists in the investigation of the crime, issuance of timely warnings and emergency notifications.

Reynolda Campus WFU Police  
Emergency 911 (campus phone)  
or 336-758-5911, dispatch@wfu.edu  
Non-Emergency 311 (on campus phones only)

Innovation Quarter/Wake Downtown  
Sunstates Security 336-713-1568  
Wake Forest Police 336-758-5911  
Winston-Salem Police 911

Brookstown Center  
Winston-Salem, N.C.  
Winston-Salem Police 911

Barcelona  
Barcelona, Spain  
Barcelona Police 112

Copenhagen  
Copenhagen, Denmark  
Copenhagen Police 112

Winston-Salem Police Department  
725 North Cherry Street  
Winston-Salem, NC 27101  
336-773-7700

Wake Charlotte  
Allied Universal Security  
704-790-6540  
WFU Front Desk  
704-365-1717

Charlotte Mecklenburg  
Police Department  
601 E. Trade Street  
Charlotte, NC 28202  
phone: 704-336-7600 or 911

Casa Artom  
Venice, Italy  
Venice Police 112

Salamanca Center  
Salamanca, Spain  
Salamanca Police 112

Worrell House and  
London Instep  
London, England  
London Police 999

Cambridge INSTEP  
Cambridge, England  
Cambridge Police 999

Wake Washington  
Washington, D. C.  
Fire & Police 911

Santiago  
Santiago, Chile  
Santiago Police 133

Flow House  
Vienna, Austria  
Vienna Police 133

When reporting a crime or emergency, call 911 from any University phone. When calling from an off-campus phone or cell phone, dial 336-758-5911. In response to a call, University Police will take the required action, dispatching an officer, and when necessary, on-campus Emergency Medical Technicians, county ambulance services and the fire department. The Communications Center also has radio contact with most area emergency services. When you observe a crime or emergency, call 911 immediately. Use the numbers listed for each separate campus listed above.

Crimes should be reported accurately and promptly to the University Police (or to the appropriate police agency, if WFU Police does not have jurisdiction at that campus, as noted in the “Campus Law Enforcement Authority and Jurisdiction” section), when the victim of a crime elects to make such a report. When the victim of a crime is unable (physically/mentally) to make such a report, a report can be made by another individual in lieu of the victim.

There are 59 blue light call boxes on the Reynolda campus. Anyone using a call box is directly connected to the University Police Communications Center. Police Officers are dispatched to an activated call box and can, if necessary, speak directly with the person using the call box via the officer’s portable radio. Call boxes and campus lighting are routinely checked by University Police Officers and repair requests are made to University Facilities Management.

## **Response to a Report**

Law enforcement dispatchers are available at their respective telephone numbers 24 hours a day to answer your calls. In response to a call, the law enforcement agency will take the required action, either dispatching an officer or asking the victim to report to police headquarters to file an incident report. All reported crimes will be investigated by the appropriate agency and may become a matter of public record.

WFU Police incident reports and Sunstates Security incident reports may be forwarded to the appropriate Dean of Students Office (WFU) and/or the Title IX Office for review and referral or to the Office of Student Affairs (WFUSOM) for potential action, as appropriate. WFU Police Officers will investigate a report when it is deemed appropriate. Additional information obtained via the investigation may also be forwarded to the appropriate office that is responsible for student conduct.

The Law School student conduct policy can be found here: <http://studentlife.law.wfu.edu/files/Student-Handbook-2021-22.pdf>.

The Business School student conduct policy can be found here: <https://business.wfu.edu/wp-content/uploads/2022/03/WFUSB-Graduate-Student-Handbook-Spring-Edition-3-25-2022.pdf>.

The Divinity School student conduct policy can be found here:

<https://prod.wp.cdn.aws.wfu.edu/sites/223/2017/09/non-academic-student-code-of-conduct.pdf>.

School of Professional Studies: <https://22238482.fs1.hubspotusercontent-na1.net/hubfs/22238482/SPS%20Student%20Handbook%2022-23.pdf>.

Graduate School of Arts and Sciences: Student Handbook can be found at <https://prod.wp.cdn.aws.wfu.edu/sites/275/2022/08/GradStudentHandbook2022-23.pdf>. The non-academic code of conduct and related procedures can be found on pp. 9-11, and the sexual misconduct policy can be found on p. 22."

If assistance is required from the respective local law enforcement agencies or the respective local Fire Departments, WFU Police will contact the appropriate unit. If a sexual assault or relationship violence should occur, staff on the scene, including WFU Police Department, will offer the victim a variety of services. At other campuses, local law enforcement agencies will respond to reports following their procedures. Wake Forest, by written correspondence, requests Clery statistics from these law enforcement agencies in each calendar year.

## Campus Law Enforcement Authority and Jurisdiction

WFU REYNOLDA CAMPUS, AND INNOVATION QUARTER (Wake Downtown at 455 Vine St. and Bowman Gray Center for Medical Education at 475 Vine St.)

The Wake Forest University Police Department is comprised of professional men and women whose purpose is to provide a safe campus environment for student, employees, and visitors. The professionally trained department consists of police officers, security officers, communications officers and support staff who often work with local, state and federal agencies to resolve cases. It operates 24 hours a day, 365 days a year, watching for circumstances that threaten the campus and taking appropriate action.

The University Police Communications Center also operates 24 hours a day, 365 days a year. When reporting a crime or emergency, call 911 from any University phone. When calling from an off-campus phone or cell phone dial 336-758-5911. In response to a call, University Police will take the required action, dispatching an officer, and when necessary, on-campus Emergency Medical Technicians, county ambulance services and the fire department. The Communications Center also has radio contact with the Winston-Salem Police Department and the Winston-Salem Fire Department. When you observe a crime or emergency, call 911 immediately.

University Police Officers are fully sworn police officers under the laws of the State of North Carolina by the Attorney General's Office. They have full arrest powers on all University property and on public property passing through or immediately adjacent to the University. University Police Officers enforce local, state and Federal laws. The jurisdiction of the University Police consists of all property owned by or in the possession and control of Wake Forest University and includes BGCME and Wake Downtown.

Security Officers of the University Police Department are non-sworn members (no arrest power) of the Police Department who are responsible for security (i.e., they are responsible for enforcing university policies, and those policies include enforcing violations of the law. University Police Security Officers identify violations of University policy and law and contact University Police and/or other local law enforcement agencies to report observed violations of federal laws and state laws). The jurisdiction of University Police Security Officers is limited to Wake Forest University owned or leased property. Security Officers' primary assignments include Gate Houses, foot patrol in assigned buildings, and evening foot patrol of campus buildings.

Bowman Gray Center for Medical Education (BGCME) is identified as the School of Medicine and Wake Downtown is the adjacent connected building. BGCME (475 Vine St.) and Wake Downtown (455 Vine St.) are reported for Clery purposes in the Innovation Quarter statistics in this report. Those two locations are only a portion of Innovation Quarter. University Police patrol both the Bowman Gray Center and Wake Downtown. Clery statistics for these locations are reported to the Wake Forest Baptist Medical Center Security Services by the University Police and the Winston-Salem Police.

The University Police maintains a strong working relationship with the Winston-Salem Police, Forsyth County Sheriff, State Highway Patrol, U.S. Secret Service and Postal Inspector. The Winston-Salem Police may notify the Wake Forest University Police when a student is involved in criminal activity at a non-campus location.

#### MEMORANDUM OF UNDERSTANDING

The University Police maintains a Memorandum of Understanding, under the laws of the State of North Carolina, with the Winston-Salem Police Department. This agreement allows each department to provide assistance, including investigators to the other department, when necessary, for the purposes of investigating alleged criminal incidents. The University Police does not have any written agreements including memoranda of understanding with the Charlotte-Mecklenburg Police, Washington D.C. Police, Appalachian State University Police or any overseas police department that has jurisdiction at separate campuses overseas regarding the investigation of crimes that occur at these locations, nor does the University Police have jurisdiction at these locations. The Winston-Salem Police may notify the Wake Forest University Police when a student is involved in criminal activity at a non-campus location.

## REPORTING A CRIME

Police incident reports are forwarded to the appropriate office responsible for student conduct for potential action, as appropriate. Any report of sexual discrimination, sexual misconduct, relationship violence and/or stalking will be reported to the Title IX Office. A WSPD Detective will investigate a report when it is deemed appropriate. Additional information obtained via the investigation may also be forwarded to the appropriate office responsible for student conduct. University Police Victims Services are available to any victim of a crime. The University Police Victims Advocate can be contacted by dialing 336-758-4332, emailing [victimsupport@wfu.edu](mailto:victimsupport@wfu.edu) or [taylotal@wfu.edu](mailto:taylotal@wfu.edu), or by calling the University Police Department at 336-758-5911. The University Police maintains a strong working relationship with the Winston-Salem Police, Forsyth County Sheriff's Office, State Highway Patrol, U.S. Secret Service and Postal Inspector.

The WFU Police Department maintains a Daily Crime and Fire Log at the University Police Office at Alumni Hall, which is available to the public for review during normal business hours from 8 a.m.– 5 p.m. at the front desk, Monday through Friday, excluding holidays. Per the Department of Education's regulations, WFUPD will update the Daily Crime and Fire Log within two business days (excluding holidays) of a crime being reported to the Wake Forest University Police Department.

**WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON  
INSTEP, CAMBRIDGE INSTEP, CHARLOTTE, BROOKSTOWN, COPENHAGEN, SANTIAGO,  
AND WAKE WASHINGTON**

The Wake Forest University Police Department does not have jurisdiction on the above listed campuses and therefore has no enforcement authority, including the authority to make arrests, at these locations. Furthermore, University Police does not have a working relationship with the Country, State and local police and does not have a Memorandum of Understanding with these police departments regarding the investigation of crimes that occur at these locations, with the exception of the Brookstown campus. The University Police maintains contact with the U.S. State Department to obtain information on international travel advisories. Criminal acts should be reported to the local police department immediately and then to the University Police Department once situational safety has been achieved.

The Charlotte-Mecklenburg Police Department has law enforcement authority and jurisdiction to make arrests at the Charlotte campus. The Washington D.C. Police Department has law enforcement authority and jurisdiction to make arrests at the Wake Washington campus. The Winston-Salem Police Department has law enforcement authority and jurisdiction to make arrests at Brookstown. The Venice Police, Vienna Police, Salamanca Police, London Police, Cambridge Police, Copenhagen Police and Santiago Police have law enforcement authority and jurisdiction to make arrests at their respective overseas campuses. For contact information regarding law enforcement agencies and emergency services at your program,

please contact the Center for Global Programs and Studies by dialing (336) 758-5938 or emailing [studyabroad@wfu.edu](mailto:studyabroad@wfu.edu). You can also reference information regarding your program in the program specific section in this report.

## **Innovation Quarter**

Sunstates Security personnel are non-commissioned security officers who do not possess statutory authority to conduct criminal investigations or effect arrests. Sunstates Security Officers are not sworn officers and have no service jurisdiction outside of Innovation Quarter, but they are responsible for enforcing WFBMC policies related to ensuring the safety for students, faculty, staff, patients and visitors on WFBMC campuses and properties. WFBMC Security Services contracts its' security to Sunstates at the Innovation Quarter. When criminal reporting or an investigation is required at the Innovation Quarter, Sunstates will contact the Winston-Salem Police Department. There are no written agreements or memorandums of understanding regarding any topics, including the investigation of criminal incidents, between WFBMC or Sunstates Security and the Winston-Salem Police Department or other law enforcement agencies. WFBMC Security Services and Sunstates Security maintains a strong working relationship with state and local police agencies, including Winston-Salem Police Department, Forsyth County Sheriff's Office, State Bureau of Investigation, Federal Bureau of Investigation, and North Carolina State Highway Patrol. In the instance of a fire, Sunstates Security will contact the Winston-Salem Fire Department. If medical assistance is needed, Sunstates will contact Forsyth County EMS. Sunstates Security will immediately respond to all reported incidents and emergencies on the Innovation Quarter campus. If needed, WFBMC Security Services will also respond.

At the Bowman Gray Center for Medical Education (BGCME) and Wake Downtown (both located within the Innovation Quarter), Wake Forest University Police have sworn officers present. They can be reached through Sunstates Security Dispatch at 336-713-1568 or WFU Police Dispatch at 336-758-5591. University Police will follow the procedures explained under Response to a Report, page 10. Additionally, any student or staff report of sexual discrimination or sexual misconduct will be reported to the Title IX Office.

## **Voluntary Confidential Reporting**

### **WFU REYNOLDA CAMPUS, BROOKSTOWN AND WAKE DOWNTOWN**

Victims may make anonymous reports via Silent Witness located on the University Police website <https://police.wfu.edu/forms/silent-witness-form/>. The Title IX Office will also take reports for students and employees at any campus. The Title IX Office can be reached by dialing 336-758-7258 or by emailing to [titleixcoordinator@wfu.edu](mailto:titleixcoordinator@wfu.edu). In compliance with applicable laws and regulations, the University will take precautions to protect the privacy of both the complainant and the respondent.

However, under conditions of serious or continuing threat to students and employees, the University is required by federal law to inform the community of the occurrence for the protection of all members of the community. In addition, the University cannot guarantee confidentiality by other students and individuals who may be involved as witnesses.

To discuss confidentiality concerns and options, students are encouraged to contact the *Safe Office* at 336-758-5285 (available 24/7) or by email at [safe@wfu.edu](mailto:safe@wfu.edu) (non-urgent needs). The Safe Office only serves the Reynolda Campus <http://safeoffice.wfu.edu>.

Statistics from voluntary confidential reports, except those made exclusively to pastors or professional counselors, are included in the University's Annual Security and Fire Report. Pastors and counselors may encourage victims to submit a voluntary confidential report (that will not include the name of the victim) to the University Police when there could be a serious or continuing threat to the community. Pastors at the Chaplains office (336-758-5017), counselors at University Counseling Center (336-758-5273), and the Safe Office (336-758-5285) are where victims can obtain confidential assistance.

**WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON  
INSTEP, CAMBRIDGE INSTEP, COPENHAGEN, SANTIAGO, CHARLOTTE AND WAKE  
WASHINGTON**

Students and employees at these locations can contact Chaplains and Counselors on the Reynolda campus for assistance and to obtain information on how to report crimes on a voluntary confidential basis through the WFU Police Department's Silent Witness program <https://police.wfu.edu/forms/silent-witness-form/>. Onsite Program Directors are mandated to report de-identifiable information reported to them to the Center for Global Programs and Studies and to the University Police Department for statistical inclusion and threat assessment. Crimes should be reported to the local authorities; confidentiality cannot be guaranteed at these police departments.

### **Innovation Quarter**

Reports made to non-law enforcement officials can be kept confidential in regard to identifying information about the victim. Reports will not be made public, except to the extent permitted by law or when a threat to the university community exists. Reports made to security and those with significant responsibilities for students and activities will be reported to the university police as per Clery Act requirements. At BGCME, the Chaplains office, who are not counselors, can be contacted at 336-713-9766 and Student Counseling and Wellness Services can be contacted at 336-713-3357.

## Reporting to Meet Disclosure Requirements

Members of the community are strongly encouraged to immediately report crimes or emergencies to the WFU Police, BGCME Security, Sunstates Security and/or Campus Security Authorities for purposes of including reported crimes or emergencies in the annual statistical disclosure and assessing them for issuing Timely Warning Notices and Emergency Notifications, when deemed necessary. The titles of each person or organization to whom students and employees should report the criminal offenses described in the law for the purpose of making timely warning reports and the annual statistical disclosure consists of those individuals who have been designated by Wake Forest as Campus Security Authorities.

Campus Security Authorities include, but are not limited to: faculty/staff advisors to registered student organizations, coaches for Intercollegiate Athletics and Intramural Sports, Directors of Residence Life and staff who directly monitor student residences, the Dean of Students Office, Vice Presidents for Campus Life, Director and Advisors for Study Away Programs, Title IX Office, Residential Hall Directors, Residential Advisors, Campus Recreation Staff who monitor access, ZSR Library Staff who monitor access to the building, Office of Wellbeing Staff, Student Health Services Staff, Summer Program Staff, Certain Human Resources Staff and Wake Downtown Staff Advisors. Campus Security Authorities (CSA) can report statistical information for the Annual Security Report via the CSA input page located on the Wake Forest University Police web page <https://police.wfu.edu/clery/campus-security-authority/>.

For Winston-Salem based programs, CSAs may also contact the below at the following numbers:

Wake Forest University Police  
336-758-5911 emergency  
336-758-5991 non-emergency

Sunstates Security Dispatch  
336-713-1568

WFBMC Security Services  
336-716-9111



## Timely Warning

The timely warning policies for WFU Reynolda Campus will apply for all campuses unless otherwise indicated.

### WFU REYNOLDA CAMPUS, BROOKSTOWN, AND INNOVATION QUARTER (Wake Downtown)

In an effort to provide timely notice to the Wake Forest community, and in the event of a serious incident within the WFU Clery Geography (On Campus, Public Property, and Non-Campus property) which may pose a serious or ongoing threat to members of the Wake Forest community, a broadcast email Crime Alert (Timely Warning) will be issued. The alerts are generally written by the on-call WFU PD Administrator in conjunction with a member of the Office of Communications and External Relations (CER). The member of CER who assists in drafting the alert will also distribute it to the community. Crime Alerts will be distributed as soon as pertinent information is available in a manner that is timely, that withholds the names of victims as confidential, and that provides information to assist with potentially preventing similar occurrences. Updates to the community about any particular incident that resulted in a Crime Alert may be distributed via broadcast email, posted online by CER, and/or posted on the University Police website.

Crime Alerts can be distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: major incidents of arson, murder/non-negligent manslaughter, a series of burglaries, robbery, aggravated assault, sex offenses, relationship violence and hate crimes. The issuance of a timely warning is considered on a case-by-case basis, depending on the facts of the case and the information known by the University Police. The Chief of Police or designee reviews all reports to determine if there is an ongoing threat to the community and whether the distribution of a Crime Alert is warranted. Crime Alerts may also be posted for other crime classifications and locations, even when not required by law, at the discretion of WFU Police in consultation with University administrators.

Timely Warning Notices/Crime Alerts will be issued to the campus community via broadcast email to all WFU assigned email accounts (all students and employees) and posted online. Timely warnings may also be issued using some or all of the following methods of communications: the WAKE ALERT system, which may include a banner on the University homepage, text messages, phone calls and social media posts.

# **Emergency Response and Evacuation Procedures**

## **Emergency Alerts (Emergency/Immediate Notification)**

Wake Forest University has developed a process to notify the campus community in cases of emergencies that present an immediate or impending threat to the campus. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples which may warrant an emergency (immediate) notification after confirmation: armed/hostile intruder; bomb/explosives (threat); communicable disease outbreak; severe weather; terrorist incident; civil unrest; natural disaster; hazardous materials incident, and structural fire.

In the event of an emergency, WFU will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the University community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees and visitors.

If there is an immediate threat to the health or safety of students or employees occurring on or near campus, Wake Forest University will follow its emergency notification procedures. Wake Forest University follows its emergency notification procedures and is required to issue a timely warning based on the same circumstances; however, Wake Forest University will provide adequate follow-up information to the community as needed.

Specific procedures and methods applicable to each campus are discussed in the following sections.

### **WFU REYNOLDA CAMPUS, BROOKSTOWN, AND INNOVATION QUARTER (Wake Downtown)**

Individuals can report emergencies occurring at the Reynolda Campus by dialing 336-758-5911; the Brookstown Campus by dialing 336-773-7700 or 911, and the Innovation Quarter by dialing 336-713-1568 or 911.

The University maintains a Crisis Management Team which may be activated by senior university officials for response to emergencies on campus. The Team follows the guideline of the University Crisis Plan and the accompanying Incident Command System for the Wake Forest University Crisis Management Plan. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

University units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus emergency management provides resources and guidance for the development of these plans. Team members and University Police receive U.S. Department of Homeland Security Incident Command training. The University Crisis Management Team conducts emergency response drills and exercises annually in conjunction with other emergency agencies and includes County Emergency Management, Winston-Salem Police, Fire and EMS. These drills and exercises may include tabletop exercises, functional exercises, and/or tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

The University public website WAKE READY (<https://wakeready.wfu.edu/>) has information on emergency responses, safety tips and crime prevention, alert methods and reporting emergencies, as well as frequently asked questions. The WAKE ALERT website (<https://wakealert.wfu.edu/>) is used during emergencies to convey important information and the status of the emergency. Digital alert methods also may include a notification banner on the University website and social media. The local news media may be utilized to disseminate emergency information to members of the larger community. The Office of Communications and External Relations is responsible for the content on the WAKE READY and WAKE ALERT pages. Both WAKE READY and WAKE ALERT are accessible to the public outside the University.

## WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON INSTEP, CAMBRIDGE INSTEP, COPENHAGEN, SANTIAGO, CHARLOTTE AND WAKE WASHINGTON

For contacts designated for each of the above campuses, please see the section in this report that is specific to your program or contact the Center for Global Programs and Studies by dialing 336-758-5938 or by emailing [studyabroad@wfu.edu](mailto:studyabroad@wfu.edu).

The University public website WAKE READY (<https://wakeready.wfu.edu/>) has information on emergency responses, safety tips and crime prevention, alert methods and reporting emergencies, as well as frequently asked questions. The WAKE ALERT website (<https://wakealert.wfu.edu/>) is used during emergencies to convey important information and the status of the emergency. Digital alert methods also may include a notification banner on the University website and social media. The local news media may be utilized to disseminate emergency information to members of the larger community. The Office of Communications and External Relations is responsible for the content on the WAKE READY and WAKE ALERT pages. Both WAKE READY and WAKE ALERT are accessible to the public outside the University.

## Timely Warning and Emergency Notification Systems

System to use	Primary Message Creator	Backup Message Creator	Authority for approving & sending messages	Primary Message Sender	Backup Message Sender
Text	Communications and External Relations	University Police	On-duty police supervisor and/or, On-Call CER representative	Police Communications or Communications and External Relations	Communications and External Relations
Outdoor Siren	Communications and External Relations	University Police	On-duty police supervisor and/or, On-Call CER representative	Police Communications	Police Communications
Indoor Voice Alert (not all buildings)	Communications and External Relations	University Police	On-duty police supervisor and/or, On-Call CER representative	Police Communications	Police Communications
Twitter and Facebook	Communications and External Relations	University Police	On-duty police supervisor and/or, On-Call CER representative	Police Communications or Communications And External Relations	Communications and External Relations
Website	Communications and External Relations	University Police	On-duty police supervisor and/or, On-Call CER representative	Police Communications or Communications and External Relations	Communications and External Relations
Email	Communications and External Relations	University Police	On-duty police supervisor and/or, On-Call CER representative	Police Communications or Communications and External Relations	Communications and External Relations

The WFU Police staff is responsible for responding to reported emergencies and confirming the existence of a significant emergency or dangerous situation, sometimes in conjunction with campus administrators, local first responders and/or the National Weather Service.

In the event that an emergency or dangerous situation involving an immediate threat to the health and safety of students or employees exists, University Police and/or Communications and External Relations, after confirmation of the emergency by University officials, medical personnel, fire officials, city police or University Police officers on scene, determine the content of the message and use some or all of the systems described above in the table to communicate the threat to the WFU community. In addition to sending out the initial emergency notification, University Police and/or Communications and

External Relations will send out any follow-up messages as appropriate. Follow-up messages will be sent through the same means as the initial notification (except fire alarm).

Notification will be made by using the WAKE ALERT system. The WAKE ALERT system has multiple components for emergency notification: text and phone notification, outdoor and indoor siren/ voice alert, website, email, Twitter and Facebook. Some or all of these methods will be used depending on the type of emergency. Additionally, if deemed appropriate, face-to-face communication may be used to communicate emergency information. Due to the size of the campuses, notifications will normally be sent out to all recipients. A segmented message may be sent to a select group, such as a Residence Hall, if the recipients and message contents can be determined without delay. The Police Supervisor on duty will determine if a segmented message is appropriate. WFU will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the WAKE ALERT, unless issuing a notification would, in the judgment of the responsible authorities, compromise efforts to assist a victim, or to contain, respond to, or otherwise mitigate the emergency.

**Registration:** Wake Forest University uses cell phone numbers of students, faculty and staff to send text alerts and voice messages during an emergency. All Wake Forest faculty, staff and students are highly encouraged to provide an updated cell phone number.

Faculty and staff can register by adding their cell phone number in Workday under Personal Information. All students can register by adding a cell phone number through WIN, the Wake Information Network (<https://win.wfu.edu/>), and navigating to Personal and selecting Personal Information. Step-by-step instructions on how members of the WFU community can register for Wake Alert can be found at <https://wakeready.wfu.edu/alert-methods/text-alerts/>.

A number of preformatted messages exist in each system to facilitate notification. During unusual or changing situations, University Police Communicators may type or speak messages into the systems. The content of these messages may be composed by the on-duty WFU Police Supervisor, the Crisis Management Team, University Communications, senior university administration, or a combination of these groups. All the groups mentioned have the authority to activate the Wake Alert system; in an emergency, the police supervisor on duty may activate the system for rapid dissemination. Police Communicators have the authority to issue an alert if a supervisor is unavailable.

WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON  
INSTEP, CAMBRIDGE INSTEP, SANTIAGO, COPENHAGEN and WAKE WASHINGTON.

### **Crisis24/WorldAware**

Students are automatically enrolled by the Dean's Office prior to their travel. Students then receive a welcome email with instructions to download the Crisis24/WorldAware Worldcue app. This information is reviewed in the program pre-departure orientations. Regardless of whether students download the app, they receive the email alerts relevant to their study location. For information regarding WorldAware at Wake Forest University please contact the Global Study Away Program at [studyabroad@wfu.edu](mailto:studyabroad@wfu.edu) or [customerservice@worldaware.com](mailto:customerservice@worldaware.com).

These campuses will follow the emergency response procedures outlined for WFU Reynolda Campus with the exception that overseas notification of an imminent threat or danger is provided by our risk management provider, Crisis24/WorldAware. If a significant incident occurs, Crisis24/WorldAware will send students and staff email notification of the issue by an alert. An SMS and/or email requesting students and staff confirm their safety will be sent. If safety is not confirmed, then the event will be escalated to the WFU Security Managers.

The Global AWAKEnings Program will follow the emergency response procedures outlined by Study Abroad in Scandinavia (DIS) as stated on the DIS website. Additionally, DIS will maintain close communication with Wake Forest Reynolda Campus as per DIS Emergency protocol in the context of communicating with home universities. Overseas notification of an imminent threat or danger is provided by WFU's risk management provider, Crisis24/WorldAware. If a significant incident occurs, students will be contacted by DIS. The Crisis24/WorldAware system will also send student and staff email notification regarding the issue by an alert. An SMS and/or email requesting students and staff confirm their safety will be sent. If safety is not confirmed, then the event will be escalated to the WFU Security Managers.

### **CHARLOTTE AND WAKE WASHINGTON**

Charlotte and Wake Washington will follow the emergency response procedures outlined for WFU Reynolda Campus with the exception that local Emergency Alerts will be given directly to the students by the Faculty Director or Executive Director. Students at Wake Washington utilize WorldAware/Crisis 24.

## INNOVATION QUARTER (Bowman Gray Center for Medical Education)

WFBMC maintains an Emergency Response Plan that outlines responsibilities of campus units during emergencies. This plan applies to the Bowman Gray Center for Medical Education and outlines incident priorities, campus organization and specific responsibilities of particular units or positions. Wake Downtown follows the response plan of the Reynolda Campus.

University units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus emergency management provides resources and guidance for the development of these plans.

Individuals can report emergencies occurring at the Wake Forest Baptist Medical Center by dialing 336-716-9111 or 6-9111. Emergencies occurring at the Innovation Quarter can be reported to Sunstates Security at 336-713-1568 or by dialing 911 for the Winston-Salem Police Department and/or to the Wake Forest University Police by dialing 336-758-5911.

WFBMC Security Services responds to all emergencies at WFBMC. At the Innovation Quarter campus, contract security Sunstates Security, LLC (referred to herein as “Sunstates”) and local law enforcement respond to emergencies. WFBMC employs an automated Emergency Notification System (MIR3) to notify the campuses upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students and employees occurring at WFBMC and BGCME. The system can make notifications via e-mail, telephone, pager and text messaging and can be used to provide follow-up information to the community. All students, faculty, and staff are encouraged to participate in the notification system. Contact information is electronically obtained from student or employment registration processes and separate registration is not required.

Confirmation of a reported emergency or dangerous situation may be established by the response of WFBMC Security Services personnel, Sunstates Security, local law enforcement, other dispatched public emergency responders, and/or in conjunction with campus administrators or the national weather center. The number of reports concerning the event, as well as consistency in the details of such reports, may also aid in establishing confirmation of a reported emergency or dangerous situation. When confirmed either by a specific or by accumulated reports, Emergency Communications personnel or the on-duty WFBMC Security Services supervisor may initiate activation of the MIR3 emergency notification system.

Emergency Communications personnel or the on-duty WFBMC Security Services supervisor will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system unless, in the professional judgment of responsible authorities, issuing a notification will compromise efforts to assist a victim or to contain, respond to, or

otherwise mitigate the emergency. The content of notifications may involve utilization of pre-scripted messaging or appropriately constructed messaging that plainly describes the event and action to be taken by the campuses. Notification would not occur if, in the professional judgment of the authorities, efforts to assist a victim, contain, or respond to the emergency would be compromised. Additional forms of campus-wide notification may include use of the campus wide email alert, Intranet website postings, overhead public-address system, pagers and text messaging.

Examples of incidents that may trigger a campus-wide emergency notification are the following: immediate criminal threats, violent acts, fire, gas leaks, tornadoes, contagious viruses, etc. WFBMC Security Services will consult with police, fire and disaster authorities when confirming that there is a significant emergency, determining who to notify, the content of the notification, and initiation of the notification system.

Based on the magnitude of an event, WFBMC Emergency Management may activate an incident command center for management of the crisis. The incident command team provides coordination of internal response to the event, manages resources, and maintains decision making authority related to the event. The designated Incident Commander and incident command staff, with the assistance of WFBMC Communications and Marketing as appropriate, will prepare notifications and will use some or all of the systems described below to communicate the threat to the WFBMC, Boone, or Innovation Quarter community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population, and determine appropriate timing of release as well as notification to the larger community, including neighbors, parents and other interested parties, using external media sources (radio, TV) and direct notification to local emergency management organizations. The larger community can also access emergency information via the WFBMC homepage and/or social media. Notifications will be released to all students, faculty, staff and employees regardless of campus assignments and will identify the nature of the threat/safety event, location, and action to be taken. Follow up notifications will utilize, at a minimum, the same resources as initial notification (except fire alarm).

Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, and visitors, WFBMC will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the WFBMC community or Innovation Quarter. Notification will be made by using some or all of the following methods depending on the type of emergency: Wake Forest Baptist Medical Center Alert System/MIR3 system (which contains email, cell phone text, voice message alert); fire alarm (where available), public address systems (where available), WFBMC social media, local media, webpage and/or in person communication. If any of these systems fail or the WFBMC Security Services Director or designee deems it appropriate, in person communication may be used to communicate an emergency.



Follow up and a final all clear messages will be sent as information becomes available.

Emergency Notification Process							
Event	Primary Delivery Method (1)	Secondary Delivery Method	Primary Message Creator	Secondary Message Creator	Approving Authority: Content and Sending	Primary Message Sender/Distributor	Secondary Message Sender/Distributor
Active Threat	MIR3, Overhead Paging	Intranet, Email, In-person	Emergency Management	Emergency Manager	Emergency Dispatcher, Security Supervisor or Security Admin(2)	Emergency Dispatcher	Emergency Manager
Health / Safety Emergencies	MIR3, Audible Alarms, Overhead Paging	Intranet, Email, In-person	Emergency Management	Emergency Manager	Emergency Manager, Security Supervisor (2)	Emergency Dispatcher	Emergency Manager
Environmental Emergencies	MIR3, Audible Alarms, Overhead Paging	Intranet, Email, In-person	Emergency Management	Emergency Manager	Emergency Manager, Security Supervisor (2)	Emergency Dispatcher	Emergency Manager
	(1) MIR3 messages can be delivered via phone, text format, or email.			(2) Upon confirmation of an event, each is authorized to initiate message without additional approval.			

All WFBMC faculty, staff, and School of Medicine students are automatically registered in the MIR3 system via CoreConnect employee registration. Changes of contact information can be made via CoreConnect.

## Emergency Evacuation Procedures - ALL CAMPUSES

Emergency evacuation procedures are tested at least once each year. Fire evacuation procedures are practiced multiple times per year in residence halls. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Emergency response staff on the scene will communicate information to students and employees regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. Evacuation drills are used as a way to educate and train occupants on fire

safety issues specific to their building. During the drill, occupants ‘practice’ drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

## **GENERAL BUILDING EVACUATION PROCEDURES**

If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using R.A.C.E (Rescue, Alarm, Contain, Evacuate) to the nearest exit, and notify WFU Police (336-758-5911), WFBMC Security Services (336-716-9111), or dial 911. Further training is available from the WFBMC Fire and Life Safety Office by dialing 336-716-5573.

### **How to evacuate:**

- Remain calm.
- When you hear a fire alarm, proceed to the nearest exit, leave the building immediately.
- Alert others as you leave and ask if they need help.
- Close doors to slow the spread of fire.
- Do not use elevators unless told to do so by emergency workers.
- Do not attempt to extinguish a fire yourself if you risk putting yourself in danger.

### **Things to watch for:**

- Watch for people who need help, particularly people with limited mobility or physical disabilities.
- Activate an alarm if told to do so by police or emergency workers.
- Remain at an emergency assembly point. A head count may be taken, and emergency workers may have additional instructions.
- Do not go back into a building until firefighters, police or University officials say it is safe.

### **How to prepare for a fire-related emergency:**

- Know your building’s floor plan. Remember where the stairs, fire extinguishers and emergency exits are located.
- If you regularly visit the same location within a building, know exactly how many doors you will pass along your evacuation route before you reach the nearest exit.
- Exit signs may be obstructed by heavy smoke, so you must know how to find an exit.

### **How to prepare for general emergencies:**

- Know your building’s floor plan. Remember where the stairs, fire extinguishers and emergency exits are located.

- If you regularly visit the same location within a building, know exactly how many doors you will pass along your evacuation route before you reach the nearest exit. Exit signs may be obstructed in heavy smoke, so you must know how to find an exit.

### **How to prepare to leave campus:**

- If the campus is evacuated, or you choose to seek shelter with family or friends, plan ahead.
- Tell your family and friends what your plan is, what route you will take, what means of transportation you use and when you expect to arrive.
- If you have a vehicle, ensure that it is in good condition and keep at least half a tank of gas in the vehicle. If you do not have a car, plan for alternative means of transportation.
- Leave a note telling others when you left and where you are going.
- Be sure to keep your University or WFBMC ID and vehicle registration with you. Access to the campus may be restricted by closing gates and staffing the gatehouses.

### **Shelter-in-Place Procedures –What it Means to “Shelter-in-Place”**

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.

### **Basic “Shelter-in-Place” Guidance**

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If police or fire department personnel are on the scene, follow their directions.

### **How You Will Know to “Shelter-in-Place”**

A shelter-in-place notification may come from several sources:, WFU Police, WFBMC Security, Sunstates Security, Office of Residence Life and Housing Staff members, other University employees, local police, or other authorities utilizing the University’s emergency communications tools.

### **How to “Shelter–in-Place”**

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:

1. 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.
2. Locate a room to shelter inside. It should be:
  - An interior room;
  - Above ground level; and
  - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (University staff will turn off the ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to WFU Police, WFBMC Security or Sunstates Security so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

## **Emergency Response Procedures**

WFU maintains an Emergency Response Plan that outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

University units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus emergency management provides resources and guidance for the development of these plans.

In conjunction with other emergency agencies, the University conducts emergency response drills and exercises each year, such as tabletop exercises, field exercises, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution. Note: Due to the Covid-19 pandemic, no emergency response tests were conducted during 2020.

## Test of Emergency Response and Evacuation

WFU REYNOLDA CAMPUS, BROOKSTOWN, AND INNOVATION QUARTER (Wake Downtown) Emergencies occurring on the Reynolda Campus should be reported to the Wake Forest University Police Department at 336-758-5911 or 911 via campus phones.

Emergencies occurring on the Innovation Quarter should be reported to Wake Forest University Police at 336-758-5911, the Winston-Salem Police Department at 911 or to Sunstates Security at 336-713-1568.

Emergencies at the Brookstown Campus should be reported to the Winston-Salem Police Department at 911 and/or WFUPD by dialing 336-759-5911.

During 2019 WFU Emergency Management conducted 6 Active Shooter response trainings on the Reynolda campus for faculty and staff and one at Wake Downtown. In January 2019 a Police Communications relocation drill was held to test communications and RAVE operation from a remote location. In April 2019 training regarding campus protests was held. Attending were WFU Incident Management Team members, Winston-Salem Police and Fire and County Emergency Management. All emergency alert procedures were tested in August. Active Shooter Lessons training was conducted in November and included Winston-Salem Police and Fire. Also attending were WFU Incident Management staff, County Emergency Management and representatives from Forsyth Tech. In conjunction with the drill, Wake Forest University's written Evacuation Procedures were distributed to the entire campus community, faculty, staff, and students, via email.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced. The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

In 2020, WFU Emergency Management did not conduct any emergency trainings due to the Covid-19 pandemic.

In 2021, Wake Forest University tested the Wake Alert System on April 27<sup>th</sup> and again on November 2<sup>nd</sup>.

The Wake Forest University Emergency Communications system was tested on March 15<sup>th</sup>, 2022. This test was announced.

Emergency response procedures are available at:  
<https://wakeready.wfu.edu/emergency-situations/>

Additional information can be obtained from the Office of Emergency Management located in Alumni Hall.

## INNOVATION QUARTER - BGCME

Emergencies occurring on the Innovation Quarter should be reported to the Wake Forest University Police Department at 336-758-5911 or 911 via campus phones, Sunstates Security 336-713-1568 or to the Winston-Salem Police Department at 336-773-7700 or 911.

In conjunction with other emergency agencies, local first responders, and/or WFU personnel, WFBMC/Sunstates Security conducts emergency response drills and exercises each year, such as tabletop exercises, and WFBMC emergency management conducted three active shooter training drills in 2019. In January 2019 a full evacuation drill was held at BGCME and Wake Downtown. Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced. Documentation of performed tests and related drills is available at the Office of Emergency Management located on the second floor, Comprehensive Cancer Center, 301 Medical Center Boulevard, Winston-Salem, NC 27157-0001.

On July 22, 2020, the Medical Center's Emergency Management, in conjunction with the Department of Energy, conducted an announced tabletop exercise on the Hawthorne Hill property.

On December 14, 2021, hospital Emergency Management conducted an announced test of the mass communication systems.

In 2021, the following trainings were conducted: Electronic Learning Modules:

- Medical Center Emergency Management
- Medical Center Security Services
- Active Shooter
- Workplace Violence

Real World Responses

- Covid Wave 2
  - 24 November 20 thru 15 October 21
- Covid Wave 3
  - 18 November 21 to present
- Mt Tabor High School Shooting
  - 01 September 21

- Exercises
  - Brenner Children's Hospital NICU TTX
    - 14 January 21

Additional information about the Innovation Quarter can be obtained from the Office of Emergency Management located in Alumni Hall.

Emergency response and evacuation procedures are provided in mandatory annual training required of all faculty, staff, students and employees in conjunction with at least one annual test.

WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON  
 INSTEP, CAMBRIDGE INSTEP, COPENHAGEN, SANTIAGO, CHARLOTTE AND WAKE  
 WASHINGTON

Although these locations do not have independent notification systems, students who have signed up for text alerts will receive test notifications. Procedures for these campuses will follow the testing as described for the WFU Reynolda Campus. Overseas locations also receive emergency notifications from Crisis24/WorldAware. Crisis24/WorldAware does not conduct tests that are received by subscribers.

## Monitoring of Students at Non-Campus Locations

### REYNOLDA CAMPUS

The University Police works with the Winston-Salem Police to monitor and record criminal activity at non-campus locations if applicable, and on a case-by-case basis.

### INNOVATION QUARTER

University Police may respond to criminal activity in the Innovation Quarter if requested. Local law enforcement and onsite security monitor criminal activity at non-campus locations associated with the Innovation Quarter.

WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON  
 INSTEP, CAMBRIDGE INSTEP, COPENHAGEN, SANTIAGO, CHARLOTTE, WAKE  
 WASHINGTON and BROOKSTOWN.

Local police are not used to monitor and record criminal activity at non-campus locations.

# Security and Accessibility to University Property and Buildings

## REYNOLDA CAMPUS

There are three entrances to the University: Polo Road entrance, Reynolda Road entrance and University Parkway entrance. Guard Houses are located at the Reynolda and University entrances. These entrances are staffed by University Police security officers from 10:00 p.m. to 6:00 a.m. every day. The Polo Road entrance is closed during these hours. Entrance to the University during these hours requires a University issued student, faculty and staff ID card or gate pass. Gate passes may also be issued for individuals who have legitimate business on campus and a sponsor. Residence Halls are accessible to the building occupants and their authorized guests by electronic key cards. Individual rooms are accessible by key. Academic and administrative buildings are open and accessible to the public 24 hours a day with the exception of a limited number of buildings that have posted hours or limited access by the use of key cards.

**Note: Between March 2020 and April 2021 (during Covid-19 restrictions) the Reynolda Road and University Parkway entrances were staffed by University Police security officers 24/7, and the Polo Road entrance remained closed.**

## INNOVATION QUARTER

WFBMC has policies concerning access to campus facilities, as well as security considerations used in the maintenance of campus facilities. During normal business hours, the administrative and academic facilities at the Innovation Quarter are open and accessible to students, staff, faculty and visitors of WFU and WFBMC. After normal business hours and during breaks, these facilities are locked and only accessible to authorized individuals. WFBMC Security Services, Sunstates Security Officers and/or Wake Forest University Police conduct routine security and safety patrols of the academic and administrative buildings to monitor conditions and report any unusual circumstances. Each employee and student are provided with a photo identification badge that must be worn in a visible location (above the waist, pocket height, is preferred) at all times while on WFBMC property, including at WFBMC and at the Innovation Quarter. An employee/student without a WFBMC issued ID badge may be asked to leave, stop work/studying or be denied access to WFBMC and Innovation Quarter until the badge is replaced or positive identification is obtained. Students and employees should immediately report lost or stolen ID badges to the WFBMC Identification Office at 336-716-0069 during normal business hours. There are police or security on duty 24 hours, 7 days a week.



## BROOKSTOWN, CHARLOTTE, AND WAKE WASHINGTON

Students are issued key cards for entry to these locations. The buildings are locked after office hours, keycard entry after hours may require prior permission unless a class is in session. Students are not to loan or give their key cards to anyone. Lost cards must be reported to the Director of the Center or the Program Coordinator (at Washington). At Wake Washington there is a lobby security guard on duty and the building is closed on the weekends.

## WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON INSTEP, CAMBRIDGE INSTEP, COPENHAGEN and SANTIAGO.

Students are issued keys for entry to the above listed campuses. These buildings are locked 24 hours a day, 7 days a week. Students are not to loan or give their key to anyone. Lost keys must be reported to the House Local Administrator and the Faculty Director. There are no security officers working at these locations.

## Security Consideration in Maintaining Campus Facilities

### REYNOLDA CAMPUS

University Police Officers and Security Officers conduct routine patrols of academic, residential, and other University facilities to monitor and assess for any security concerns. Residence Life and Housing staff also act as an additional set of eyes and ears in residential buildings and report any security related matters to the University Police.

Wake Forest University maintains campus facilities in a manner that minimizes hazardous conditions. Walkways are illuminated with lighting and malfunctioning lighting and door locks, for example, are reported to Facilities Management for repair by phoning the Customer Service Center at 336-758-4255, or by submitting a service request at the Facilities Maintenance web site:

<http://facilities.wfu.edu/maintain/maintenance/>. University Police annually do a lighting safety walk with representatives of Student Government to identify areas where additional lighting may be needed.

### INNOVATION QUARTER

WFBMC has current policies concerning security of campus facilities. The WFBMC campus and Innovation Quarter campus maintain campus facilities in a manner that minimizes hazardous and unsafe conditions. Parking lots and pathways are illuminated with lighting. WFBMC Security Services and Sunstates work closely with Facilities Management to promptly address burned out lights as well as malfunctioning door locks or other physical conditions that enhance security. Other members of the community are helpful when they report equipment problems to WFBMC Security Services, Sunstates

or to Facilities Management. During normal business hours, the administrative and academic facilities at WFBMC and the Innovation Quarter are open and accessible to students, staff, faculty and visitors of WFU and WFBMC. After normal business hours and during breaks, these facilities are locked and only accessible to authorized individuals. WFBMC Security Services, Sunstates Security officers and/or Wake Forest University Police (BGCME and Wake Downtown) conduct routine security and safety patrols of the academic and administrative buildings to monitor conditions and report any unusual circumstances. Maintenance issues should be reported to Facilities Management for repair by phoning the WFBMC Security Services at 336-716-3305.

**BROOKSTOWN, WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON INSTEP, CAMBRIDGE INSTEP, COPENHAGEN, SANTIAGO, CHARLOTTE AND WAKE WASHINGTON**

Campus facilities are maintained in a manner that minimizes hazardous conditions. Maintenance needs should be reported to the Program Director, House Manager, Executive Director or to the Program Coordinator, who is responsible for ordering repairs. For further information on specific contacts regarding maintenance contact the Center for Global Programs and Studies at 336-758-5938 or by emailing [studyabroad@wfu.edu](mailto:studyabroad@wfu.edu).

## **Security Awareness Programs**

### **REYNOLDA CAMPUS AND BROOKSTOWN**

The University Police offer an extensive series of crime prevention and security awareness educational programs to the University and local communities designed to inform them about the prevention of crimes. The University Police provide security awareness programs to inform the campus community about campus security procedures and practices and fire safety beginning with Freshman Orientation because it is very important to be aware of any threat. Students and employees must exercise responsibility for their own safety.

During the 2021 calendar year, WFU Police offered 11 crime prevention, security awareness and community outreach programs. Topics such as personal safety, residence hall security, drug alcohol abuse awareness, travel safety and sexual assault prevention are some examples of programs offered.

All crime prevention and security awareness programs encourage students and employees to be responsible for their own security and the security of others. Participants in these programs are asked to be alert, security-conscious and involved and advised to call WFU Police to report suspicious behavior. For additional questions regarding crime prevention or to schedule programming, contact the department directly at 336-758-5591.

As part of the department's community-oriented policing philosophy, the WFU Police Department offers crime prevention presentations monthly each semester to Residence Halls by officers assigned as liaison to Residence Halls and student groups, as requested. Topics of these presentations include personal safety awareness, Rape Aggression Defense (R.A.D.), fire safety, and property protection strategies. Anyone interested in having a WFU Police Officer speak to his or her classroom, Residence Hall, or group should contact them at 336-758-5591 or email [rad@wfu.edu](mailto:rad@wfu.edu). These programs are available to any individuals affiliated with WFU upon request.

Specific educational programs are also provided by the University Police to address domestic violence, drug abuse, and acquaintance rape. CSA's receive one full day of training on campus and have online training available all year. Rape Aggression Defense (RAD) is taught to female students, staff, and faculty. This course is offered for academic credit each semester. Customized programs on most security-related topics such as Workplace Violence are prepared for campus groups and organizations upon request. University Police works closely with and supports the work of the Title IX Office, Safe Office and PREPARE, a student organization for sexual misconduct awareness and prevention. All first-year students are required to attend the Safe Office's and PREPARE's educational programs. Similar sessions are offered to other students upon request.

Programs were also presented in conjunction with the Safe Office, Health and Exercise Science, and Human Resources. Programs for incoming students are presented during new student orientation by the University Police, the Safe Office and the Office of Wellbeing. Programs for new employees are given by the Title IX Office and Human Resources as a part of new employee orientation. Awareness programs are presented throughout the year by the Safe Office, the Title IX Office, PREPARE, and Student Government. In these programs, students and employees are encouraged to be responsible for their own security and the security of others.

Rape Aggression Defense (RAD) is a comprehensive course that begins with awareness, prevention and avoidance. It progresses to the basics of hand-to-hand defense training. The course is not a martial arts program, although it teaches realistic self-defense tactics and techniques. The class includes 15 hours of instruction and students receive 1 credit hour. Women gain confidence in knowing how to make an educated decision about resistance in spontaneous, violent attacks. Faculty and staff classes are also offered in the summer (upon request). Eighteen classes were presented during the 2021 calendar year and a total of 181 students participated. Please see the listed link for more information on RAD (<https://police.wfu.edu/rad/>).

The Safe Spring Break Program collaborates with campus partners for the Safe Spring Break program. This program is set up in the Benson center with stations--safe travel information, hydration & food information when consuming alcohol, and sexual assault awareness information. For more information, contact the Wake Forest University Police at 336-758-5591 or by emailing [stormedg@wfu.edu](mailto:stormedg@wfu.edu).

Operation ID is a program for registering property with University Police. Register your serial numbers with University Police through their website under “Operation ID” <https://police.wfu.edu/safety/operation-id/>. On your personal items engrave your driver’s license number. Engravers are obtained from University Police.

In addition to the aforementioned programs, Resource Officers also present programs in the Residence Halls on identity theft, pedestrian safety and Greek Life where topics such as alcohol, dating violence, stalking, and harassment are discussed. Greek members are also trained on hosting a safe social event.

## **Programs to Prevent Dating Violence, Domestic Violence, Sexual Assault, and Stalking (All Campuses)**

The University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end and prohibit dating violence, domestic violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

- a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- b. Defines domestic violence, dating violence, sexual assault, and stalking using definitions provided both by the U. S. Department of Education as well as state law regarding what behavior constitutes these offenses;
- c. Defines what behavior and actions constitute consent using the definition of consent found in the Sex and Gender Discrimination and Harassment Policy and Title IX Sexual Harassment and Non-Title IX Sexual Misconduct Grievance Procedures.

(North Carolina does not have a consent definition);

- d. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic

violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;

- e. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- f. Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act. Information regarding:
  - i. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs.
  - ii. how the institution will protect the confidentiality of victims and other necessary parties.
  - iii. 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; and
  - iv. options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures;
  - v. procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking.

WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON  
INSTEP, CAMBRIDGE INSTEP, COPENHAGEN, SANTIAGO, CHARLOTTE AND WAKE  
WASHINGTON

Programs are available to students and employees when they are on the Reynolda campus. No other campus-specific crime prevention or security awareness programs are offered to students or employees associated with these campuses.

## INNOVATION QUARTER

The Wake Forest University Police offer an extensive series of crime prevention and security awareness educational programs to Wake Forest University community members who work or attend class at the Innovation Quarter. Specific educational programs are provided by the Wake Forest University Police to

address sexual assault, domestic violence, dating violence, stalking, drug abuse, and acquaintance rape. For more information contact the Victim Support Advocate by dialing 336-758-5591 or emailing [victimsupport@wfu.edu](mailto:victimsupport@wfu.edu) or by contacting the Major of Support Services by dialing 336-758-5057 or by emailing [stormedg@wfu.edu](mailto:stormedg@wfu.edu).

University Police will assist crime victims by providing information on counseling and other support services available. Information on counseling, mental health and other services and the availability of changes in academic and on-campus living situations for victims are available through the Counseling and Wellness Services and the education program offices that coordinate student services, including the Safe Office (Confidential 336-758-5285); Title IX Office (Private/Not Confidential 336-758-7258) or Dean of Students Office (Private/Not Confidential 336-758-5226).

The Wake Forest University Police offer an extensive series of crime prevention and security awareness educational programs to WFBMC that are designed to inform attendees about the prevention of crimes and safety. Specific educational programs are provided by the Wake Forest University Police to address sexual assault, domestic violence, dating violence, stalking, drug abuse, and acquaintance rape. For more information contact the Victim Support Advocate by dialing 336-758-5591.

The Wake Forest University Police also provide online training.

The Title IX Office offers employee training that addresses sexual assault, domestic violence, dating violence, and stalking. The Title IX Office training includes information on risk reduction and safe and positive bystander intervention.

Additionally, during new and returning student orientations, students are required to attend sessions. Part of this session is an online presentation and there was an in-person presentation led by the Title IX Coordinator (**Note: this did not occur in 2020 due to the Covid-19 pandemic**). Information in the session covers general student safety, how to contact security, resources available to students if they are a victim of a crime and/or feel unsafe, as well as information about the Student Sexual Misconduct & Discrimination Policy, including definitions of sexual discrimination, sexual harassment, sexual assault, domestic violence, dating violence, and stalking and how to report such offenses. The training also includes information on risk reduction and safe and positive bystander intervention.

Faculty, staff and students are required to complete an on-line Annual Compliance Training module on an annual basis. The training module includes information about campus security and sexual misconduct resources.

Courses and programs offered are either research informed or assessed for value, effectiveness, and outcome.

## How to Be an Active Bystander – All Campuses

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.”<sup>1</sup> WFU wants to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Individuals may not always know what to do even if they want to help. Below is a list<sup>2</sup> of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

## Risk Reduction – All Campuses

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org))

1. **Know your resources.** Who should you contact if you or a friend needs help? Where should you go? Locate resources such as the campus health center, campus police station, and a local sexual assault service provider. Notice where emergency phones are located on campus, and program the campus security number into your cell phone for easy access.
2. **Stay alert.** When you’re moving around on campus or in the surrounding neighborhood, be aware of your surroundings. Consider inviting a friend to join you or asking campus security for an escort. If you’re alone, only use headphones in one ear to stay aware of your surroundings.
3. **Be careful about posting your location.** Many social media sites, like Facebook and Foursquare, use geolocation to publicly share your location. Consider disabling this function

<sup>1</sup> Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles*, 60, 779-792.

<sup>2</sup> Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse



and reviewing other **social media settings**.

4. **Make others earn your trust.** A college environment can foster a false sense of security. They may feel like fast friends, but give people time to earn your trust before relying on them.
5. **Think about Plan B.** Spend some time thinking about back-up plans for potentially sticky situations. If your phone dies, do you have a few numbers memorized to get help? Do you have emergency cash in case you can't use a credit card? Do you have the address to your dorm or college memorized? If you drive, is there a spare key hidden, gas in your car, and a set of jumper cables?
6. **Be secure.** Lock your door and windows when you're asleep and when you leave the room. If people constantly prop open the main door to the dorm or apartment, tell security or a trusted authority figure.
7. **Make a plan.** If you're going to a party, go with people you trust. Agree to watch out for each other and plan to leave together. If your plans change, make sure to touch base with the other people in your group. Don't leave someone stranded in an unfamiliar or unsafe situation.
8. **Protect your drink.** Don't leave your drink unattended, and watch out for your friends' drinks if you can. If you go to the bathroom or step outside, take the drink with you or toss it out. Drink from unopened containers or drinks you watched being made and poured. It's not always possible to know if something has been added to someone's drink. In **drug-facilitated sexual assault**, a perpetrator could use a substance that has no color, taste, or odor.
9. **Know your limits.** Keep track of how many drinks you've had, and be aware of your friends' behavior. If one of you feels extremely tired or more drunk than you should, you may have been drugged. Leave the party or situation and find help immediately.
10. **It's okay to lie.** If you want to exit a situation immediately and are concerned about frightening or upsetting someone, it's okay to lie. You are never obligated to remain in a situation that makes you feel uncomfortable, **pressured**, or threatened. You can also lie to help a friend leave a situation that you think may be dangerous. Some excuses you could use are needing to take care of another friend or family member, an urgent phone call, not feeling well, and having to be somewhere else by a certain time.
11. **Be a good friend.** Trust your instincts. If you notice something that doesn't feel right, it probably isn't. Learn more about how to **keep your friends safe** in social settings. (RAINN).

Primary Prevention and Awareness Programs listed in the following chart were conducted by the Title IX Office and/or the SAFE Office. New Employee training for the Reynolda Campus is conducted by the Title IX Office and Human Resources. The following chart includes programming for employees and students for ALL CAMPUSES. To schedule any trainings offered by the Title IX Office, you can reach them via [titleixcoordinator@wfu.edu](mailto:titleixcoordinator@wfu.edu) or 336-758-7258.



	<b><u>Program Information</u></b>			
<b><u>Date Held</u></b>	<b><u>Name of Program</u></b>	<b><u>Topic</u></b>	<b><u>Location</u></b>	<b><u>Audience</u></b>
2/18/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources, mandatory reporters and Campus Security Authorities (Clery Act)	Zoom	ZSR faculty/staff
6/1/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources, and mandatory reporters	Zoom	Athletics staff
7/13/2021	Title IX Training	Reporting and responding to sexual misconduct and harassment	Benson 409	RL&H entry-level staff
7/28/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources, mandatory reporters and Campus Security Authorities (Clery Act), bystander intervention	4th floor of the SSPC	Football team
8/11/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources, bystander intervention	Worrell 1312	1st year law students
8/13/2021	Behind Closed Doors Training for RAs	Relationship Violence	South Residence Hall	RAs
8/13/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support	Zoom	RAs

		resources, bystander intervention		
8/18/2021	Title IX Training	Title IX Office and UCC as partners, reporting options and support resources	Google Meet	Psychology interns
8/18/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources, mandatory reporters	Zoom	Incoming TAs
8/19/2021	Divinity School Student Activities and Resources Fair	Reporting options and support resources	Lower Auditorium of Wingate Hall	School of Divinity graduate students
8/23/2021	WFUSB Student Involvement and Resource Fair	Reporting options and support resources	Founder's Living Room of Farrell Hall	School of Business undergraduate and graduate students
8/31/2021	Title IX Processes	Title IX hearing and sanction processes, readmittance of Respondents	Zoom	RAs
9/9/2021	Title IX Processes	Title IX hearing and sanction processes	Tribble Hall A 302	WGS 121: Feminist Leadership students
9/13/2021	Panhellenic Sorority Chapter Meetings	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources, Title IX hearing and sanction processes	KKG - 7:30 Pugh DZ - 6:30 Annenberg DDD - 7:30 Benson 401B KD - 6 Benson 401 ADPI - 6 Pugh XO - 5 Benson 401B KBG - 7 Detamble Auditorium KAT - 6 Benson 401B	Panhellenic sorority chapters

9/14/2021	Title IX Processes	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, response to allegations, support resources	Kirby Hall B01A	SOC 305: Gender in Society students
9/14/2021	Debate Coaches Title IX Training	Training on Title IX, mandatory reporting, and CSA status	Zoom	Debate coaches
09/22/2021	Lunch & Learn: Managing Test Anxiety	Information and Strategies for Managing Test Anxiety and Strengthening Time Management Skills	WebEx	All Students
9/24/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources	Tribble A208	Upper-level history class students
10/1/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources, mandatory reporters	Graylyn Main Conference Room	Graylyn employees
10/4/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources	DeTamble Auditorium in Tribble Hall	KBG members
10/5/2021	Sexual Assault Prevention, Support & Accountability Info Session	Sexual misconduct prevention, support and accountability at Wake Forest, address common questions and provide more clarity about Title IX policies and procedures	Zoom Webinar	WFU Community
10/6/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations, reporting options, support resources	Zoom	Student debate team
10/20/2021	Title IX Training	Sexual Harassment (Title IX), Sexual Misconduct (non-Title IX) violations,	Zoom	WFU Postdocs

		reporting options, support resources		
11/19/2021	Sexual Misconduct (Non-Title IX) Hearing Board Training	Non-Title IX Sexual Misconduct Policy, sexual misconduct hearing process/roles, evidentiary standard, deliberations, appeals	Zoom	Hearing panel members
12/16/2021	Title IX Training	Reporting and responding to sexual misconduct and harassment	Angelou - Large conference room	New RL&H Community Directors

## Drug and Alcohol Policies and Enforcement

Wake Forest University prohibits the unlawful possession, use, and sale of alcoholic beverages and illegal drugs on all campuses.

### REYNOLDA CAMPUS, BROOKSTOWN, WAKE WASHINGTON, AND CHARLOTTE

Intoxication, public consumption or public displays of alcoholic liquors, wines or beer in the residence halls or elsewhere on campus is prohibited, except as described in the University's Substance Abuse Policy. All persons on campus are subject to state and federal regulations concerning the use of alcohol and WFU Police enforce all State underage drinking laws and Federal and State drug laws on the Reynolda campus. Public display is defined as the possession and/or consumption of alcoholic beverages in any public or unregistered area of campus. The unlawful possession, use, sale and consumption of alcohol by anyone less than 21 years of age are violations of N. C. state law. The District of Columbia also prohibits alcohol consumption by anyone under 21 years of age.

The Washington D.C. Police have primary responsibility for the enforcement of State underage drinking laws as well as the enforcement of Federal and State drug laws on the Wake Washington Campus.

The Charlotte-Mecklenburg Police have primary responsibility for the enforcement of State underage drinking laws as well as the enforcement of Federal and State drug laws on the Charlotte Campus.

The Winston-Salem Police have primary responsibility for the enforcement of State underage drinking laws as well as the enforcement of Federal and State drug laws on the Brookstown Campus.

WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON INSTEP, CAMBRIDGE INSTEP, SANTIAGO AND COPENHAGEN.

Intoxication on overseas campuses is prohibited. Violation of any law regarding alcohol is prohibited. Please refer to the “Substance Abuse Policy and Program” of the Student Code of Conduct and Conduct Procedures for a complete description of policies at the following link: [https://studentconduct.wfu.edu/undergraduate-student-handbook/minimum\\_expectations/](https://studentconduct.wfu.edu/undergraduate-student-handbook/minimum_expectations/).

The Barcelona Police, Venice Police, Vienna Police, Salamanca Police, London Police, Cambridge Police, Santiago and Copenhagen Police have primary responsibility for the enforcement of underage drinking laws as well as the enforcement of Federal drug laws on their respective overseas campuses.

## INNOVATION QUARTER

Illegal possession, use, and sale of alcoholic beverages are prohibited. Intoxication, public consumption, public displays, or sale of alcoholic liquors, wine or beer is generally prohibited on the Innovation Quarter campus. All persons on the Innovation Quarter campus are subject to state and federal regulations concerning the use of alcohol. “Public display” is defined as the possession and/or consumption of alcoholic beverages on Innovation Quarter property. Off campus consumption of alcohol by anyone less than 21 years of age is a violation of state law.

The Winston-Salem Police Department has primary responsibility for the enforcement of State drinking laws as well as the enforcement of Federal and State drug laws. The WFU Police Department also has primary responsibility for the enforcement of State drinking laws as well as the enforcement of Federal and State drug laws at Wake Downtown.

## Drug-Free Schools and Communities Act

REYNOLDA CAMPUS, BROOKSTOWN, WAKE WASHINGTON, CHARLOTTE, WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON INSTEP, CAMBRIDGE INSTEP, SANTIAGO AND COPENHAGEN.

In compliance with the Drug Free Schools and Communities Act, Wake Forest University publishes information regarding the University’s educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and University policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for WFU students and employees. A complete description of these topics, as provided in the University’s annual notification to students and employees, is available online at:

<https://aod.thrive.wfu.edu/>. Additionally, the Undergraduate Alcohol and Other Drug Policy can be found here: <https://go.wfu.edu/aodpolicy>.

Information on employee drug or alcohol-abuse programs required by section 120(a) through (d) of HEA can be found at: <https://drive.google.com/file/d/15OW4FBkMyG0YEGrJeDLyllvcv7bc2Nw7/view>

Use, possession, manufacture, sale, distribution, and transportation of illegal drugs and drug paraphernalia is prohibited. Students found to be involved in illegal drugs, either on or off campus, will be subject to disciplinary action, which may include dismissal from the University, and parents will be notified. See the Undergraduate Student Handbook for sanctions.

<https://studentconduct.wfu.edu/undergraduate-student-handbook/>

For information regarding policies and sanctions for graduate and professional school students, see:

Law School Policies: <http://studentlife.law.wfu.edu/files/Student-Handbook-2021-22.pdf>

Business School Policies: <https://business.wfu.edu/wp-content/uploads/2022/03/WFUSB-Graduate-Student-Handbook-Spring-Edition-3-25-2022.pdf>

Divinity School Policies: <https://prod.wp.cdn.aws.wfu.edu/sites/223/2017/09/non-academic-student-code-of-conduct.pdf>.

School of Professional Studies: <https://22238482.fs1.hubspotusercontent-na1.net/hubfs/22238482/SPS%20Student%20Handbook%2022-23.pdf>.

Graduate School of Arts and Sciences: Student Handbook can be found at <https://prod.wp.cdn.aws.wfu.edu/sites/275/2022/08/GradStudentHandbook2022-23.pdf>. The non-academic code of conduct and related procedures can be found on pp. 9-11, and the sexual misconduct policy can be found on p. 22."

## INNOVATION QUARTER

### ***Drug Free Schools and Communities Act***

Use, possession, manufacture, sale, distribution and/or transportation of illegal drugs and drug paraphernalia are prohibited. Students found to be involved with illegal drugs, either on or off campus, will be subject to disciplinary action (which may include dismissal from academic programs).

The Winston-Salem Police Department has primary responsibility for the enforcement of Federal and State drug laws.

In compliance with the Drug Free Schools and Communities Act, WFBMC publishes information regarding educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and school policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for students and employees.

## Missing Student

REYNOLDA CAMPUS (includes students at Wake Downtown who live on Reynolda Campus), WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, BARCELONA, LONDON INSTEP, COPENHAGEN, WAKE WASHINGTON, AND CAMBRIDGE INSTEP

In accordance with the Higher Education Opportunity Act, Wake Forest University must develop and implement certain procedures to be followed when residential students are determined to be missing for 24 hours. Students residing in University housing may register a confidential contact as a part of their housing application. Students will be notified of this opportunity via their Housing Application on an annual basis. Under the provisions of this policy, a student may identify up to two individuals whom the University will contact in the event that University Police determine the student is missing. This policy applies only to students who reside in University housing. Missing student contact information is separate and distinct from emergency contact information. Missing student contact information will be kept confidential and will only be accessed by University Police and authorized University officials in the event a student is determined to be missing by University Police. The Missing student contact information may only be used in furtherance of an investigation. The full policy may be accessed on the Residence Life and Housing website.

Suspected missing students should be reported immediately to the police department that has jurisdiction on your campus (see page 8) and the WFU Police. If members of the WFU community believe that a student has been missing for 24 hours, it is critical that they report that information to WFU Police by calling (336) 758-5591. A student is determined to be missing when the WFU Police have verified that reported information is credible and circumstances warrant declaring the person missing. Should the WFU Police investigate and determine that a residential student is missing, contact will then be made to the missing person contact, if contact information has been provided, within twenty-four (24) hours of the determination that the student is missing by the WFU Police. If the student is under the age of 18 and is not an emancipated individual, WFU Police will notify the student's custodial parent or guardian and any other designated contact person within 24 hours. For all missing students, WFU will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

If anyone believes that a residential student is missing, they should immediately contact the WFU Police at 911 from an on-campus phone or 336-758-5911 from a cell phone. University Police will begin an investigation and notify the Office of Residence Life and Housing. If WFU Police determine that the student is missing for 24 hours they will contact the student's registered confidential contact. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, WFU Police will inform the local law enforcement agency that has jurisdiction in the area that the student is missing within 24 hours of the determination by WFU Police that the student is missing. If the student is under 18 years of age and is not emancipated, WFU will notify the student's parents or legal guardian in addition to any other designated contact person within 24 hours.

INNOVATION QUARTER, BROOKSTOWN, BOONE, SALAMANCA, SANTIAGO,  
WASHINGTON AND CHARLOTTE

These campuses do not have student housing, so the Missing Student program does not apply.

## **Disclosure to the Alleged Victim of a Crime of Violence or a Non-Forcible Sex Offense of the Results of any Disciplinary Proceeding**

REYNOLDA CAMPUS, BROOKSTOWN, WAKE WASHINGTON, CHARLOTTE, WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON INSTEP, CAMBRIDGE INSTEP, SANTIAGO, COPENHAGEN, AND INNOVATION QUARTER

Wake Forest will, upon written request, disclose to the alleged victim and the accused of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the University against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph. The University Police provides a Victim's Assistant who is trained to help you through every step from the crime scene to court and obtaining on or off-campus counseling. For more information, please contact the Title IX Office at 336-758-7258 or by emailing [titleixcoordinator@wfu.edu](mailto:titleixcoordinator@wfu.edu).



## Sex Offender Registry

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student.

### REYNOLDA CAMPUS, BROOKSTOWN, CHARLOTTE and INNOVATION QUARTER

The North Carolina Bureau of Investigation maintains a web site where registered sex offenders are listed. The web address is: <http://sexoffender.ncsbi.gov/>

### WAKE WASHINGTON

The offender registry is online at <http://sexoffender.dc.gov/>

### WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON INSTEP, CAMBRIDGE INSTEP, SANTIAGO AND COPENHAGEN.

There is no sex offender register available in these countries.

## Violence Against Woman Act (VAWA)

### REYNOLDA CAMPUS, BROOKSTOWN, CHARLOTTE, WASHINGTON, WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON INSTEP, CAMBRIDGE INSTEP, GREAT RUSSELL STREET, SANTIAGO, COPENHAGEN AND INNOVATION QUARTER

Wake Forest University prohibits discrimination on the basis of sex in its educational programs and activities. Sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited, whether sexually based or not, and include dating violence, domestic violence, and stalking. As a result, Wake Forest University issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a University official. In this context, Wake Forest University prohibits the offenses of domestic violence, dating violence, sexual

assault and stalking (as defined by the Clery Act) and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community.

## **Domestic Violence, Dating Violence, and Stalking Definitions (VAWA)**

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows

**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; and where the existence of such a relationship shall be determined based on a consideration of the following factors: 1) the length of the relationship, 2) the type of relationship, and 3) the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition—

- A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- B) Dating violence does not include acts covered under the definition of domestic violence.
- C) For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**DOMESTIC VIOLENCE** – includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, 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 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.

For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting

**SEXUAL ASSAULT** an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) system. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.”

Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

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

Incest is defined as nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape is defined as nonforcible sexual intercourse with a person who is under the statutory age of consent.

STALKING – engaging in a course of conduct directed at a specific person that would cause a reasonable person to: 1) fear for his or her safety or the safety of others, or 2) suffer substantial emotional distress. For the purposes of this definition—

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

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

(iii) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

The University prohibits any of the above acts on all campuses.

## **North Carolina law relating to VAWA Definitions**

REYNOLDA CAMPUS, BROOKSTOWN, CHARLOTTE AND INNOVATION QUARTER  
(NORTH CAROLINA)

State law places domestic violence and dating violence under North Carolina Statute 50-B and stalking under North Carolina Statute 14-277.3A

G. S. 50B-1 Domestic violence means the commission of one or more of the following acts upon an aggrieved party or upon a minor child residing with or in the custody of the aggrieved party by a person with whom the aggrieved party has or has had a personal relationship, but does not include acts of self-defense: (1) Attempting to cause bodily injury, or intentionally causing bodily injury; or (2) Placing the aggrieved party or a member of the aggrieved party's family or household in fear of imminent serious bodily injury or continued harassment. For purposes of this section, the term "personal relationship" means a relationship wherein the parties involved: (1) Are current or former spouses; (2) Are persons of opposite sex who live together or have lived together; (3) Are related as parents and children, including others acting in loco parentis to a minor child, or as grandparents and grandchildren; (4) Have a child in common; (5) Are current or former household members; (6) Are persons of the opposite sex who are in a dating relationship or have been in a dating relationship. For purposes of this subdivision, a dating relationship is one wherein the parties are romantically involved over time and on a continuous basis during the course of the relationship.

#### North Carolina State Law Sexual Assault Definitions

G. S. 14-27.2 First Degree Rape. A person is guilty of rape in the first degree if the person engages in vaginal intercourse (1) With a victim who is a child under the age of 13 years and the defendant is at least 12 years old and is at least four years older than the victim; or (2) with another person by force and against the will of the other person, and: a. employs or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon; or b. inflicts serious personal injury upon the victim or another person; or c. the person commits the offense aided and abetted by one or more other persons.

G. S. 14-27.3 Second Degree Rape. A person is guilty of rape in the second degree if the person engages in vaginal intercourse with another person: (1) by force and against the will of the other person; or (2) who is mentally disabled, mentally incapacitated, or physically helpless, and the person performing the act knows or should reasonably know the other person is mentally disabled, mentally incapacitated, or physically helpless.

G. S. 14-27.4 First Degree Sexual Offense. A person is guilty of a sexual offense in the first degree if the person engages in a sexual act: (1) With a victim who is a child under the age of 13 years and the defendant is at least 12 years old and is at least four years older than the victim; or (2) with another person by force and against the will of the other person, and: a. employs or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon; or b. inflicts serious personal injury upon the victim or another person; or c. the person commits the offense aided and abetted by one or more other persons.

G. S. 14-27.5 Second Degree Sexual Offense. A person is guilty of a sexual offense in the second degree if the person engages in a sexual act with another person: (1) by force and against the will of the other person; or (2) who is mentally disabled, mentally incapacitated, or physically helpless, and the person performing the act knows or should reasonably know the other person is mentally disabled, mentally incapacitated, or physically helpless.

NOTE: for G. S. 14-27.4 and 14.27.5 Sexual Act means cunnilingus, fellatio, analingus, or anal intercourse, but does not include vaginal intercourse. Sexual Act also means the penetration, however slight, by any object into the genital or anal opening of another person's body.

G.S. 14-27.5A Sexual Battery. A person is guilty of sexual battery if the person, for the purpose of sexual arousal, sexual gratification, or sexual abuse, engages in sexual contact with another person: (1) by force or against the will of the other person; or (2) who is mentally disabled, mentally incapacitated, or physically helpless, and person performing the act knows or should reasonable know that the other person is mentally disabled, mentally incapacitated, or physically helpless.

G. S. 14-178 Incest. A person commits the offense of incest if the person engages in carnal intercourse with the person's (i) grandparent or grandchild, (ii) parent or child or stepchild or legally adopted child, (iii) brother or sister of the half or whole blood, or (iv) uncle, aunt, nephew, or niece.

G. S. 14-27.7A Statutory Rape. A defendant is guilty of a Class B1 felony if the defendant engages in vaginal intercourse or a sexual act with another person who is 15 years of age or younger and the defendant is at least six years older than the person, except when the defendant is lawfully married to the person. (b) a defendant is guilty of a Class C felony if the defendant engages in vaginal intercourse or a sexual act with another person who is 15 years of age or younger and the defendant is more than four but less than six years older than the person, except when the defendant is lawfully married to the person.

G. S. 14-277.3A Stalking. - A defendant is guilty of stalking if the defendant willfully on more than one occasion harasses another person without legal purpose or willfully engages in a course of conduct directed at a specific person without legal purpose and the defendant knows or should know that the harassment or the course of conduct would cause a reasonable person to do any of the following; (1) Fear for the person's safety or the safety of the person's immediate family or close personal associates. (2) Suffer substantial emotional distress by placing that person in fear of death, bodily injury, or continued harassment.

## Laws at branches relating to VAWA Definitions

### WORRELL HOUSE, LONDON INSTEP, AND CAMBRIDGE INSTEP (UNITED KINGDOM)

Domestic Violence - The cross-government definition of domestic violence and abuse is: any incident or pattern of incidents of controlling, coercive, threatening behavior, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality.

Dating Violence – There are no jurisdiction-specific laws relating to this offense in England.

Stalking - a person's course of conduct amounts to stalking of another person if— (a) it amounts to harassment of that person, (b) the acts or omissions involved are ones associated with stalking, and (c) the person whose course of conduct it is knows or ought to know that the course of conduct amounts to harassment of the other person. (3) The following are examples of acts or omissions which, in particular circumstances, are ones associated with stalking— (a) following a person, (b) contacting, or attempting to contact, a person by any means, (c) publishing any statement or other material— (i) relating or purporting to relate to a person, or (ii) purporting to originate from a person, (d) monitoring the use by a person of the internet, email or any other form of electronic communication, (e) loitering in any place (whether public or private), (f) interfering with any property in the possession of a person, (g) watching or spying on a person.

Sexual Assault -The country of England defines sexual assault as follows: UK Statute 2003 c. 42 Pt. 1 s. 3, Sexual Offences Act 2003 c. 42 Sexual Assault (May 1, 2004 - present)

Sexual assault: (1) A person (A) commits an offence if— (a) he intentionally touches another person (B), (b) the touching is sexual, (c) B does not consent to the touching, and (d) A does not reasonably believe that B consents. (2) Whether a belief is reasonable is to be determined having regard to all the circumstances, including any steps A has taken to ascertain whether B consents.

### SALAMANCA AND BARCELONA (SPAIN)

Domestic Violence - the violence which, as a manifestation of discrimination, the unequal situation and the power relations of men over women, is exercised against women by those who are or have been their spouses or those who have been connected to them through similar relations of effectivity, even without cohabitation

Dating Violence – There are no jurisdiction-specific laws relating to this offense in Spain

Stalking – There are no jurisdiction-specific laws relating to this offense in Barcelona or Salamanca, but the term “physical harassment” exists, which is “whoever inflicts a degrading treatment on another person, seriously damaging his moral integrity”.

Sexual Assault – The country of Spain defines sexual assault as follows: Whoever attempts against the sexual freedom of another person, using violence or intimidation, will be punished as being responsible for sexual assault. When the sexual assault consists of sexual intercourse by vaginal, anal or oral route, or introduction of bodily members or objects by one of the first two routes, the person responsible will be punished as a prisoner of rape with a prison sentence of six to 12 years. He who, without violence or intimidation and without consent, perform acts that attempt against the freedom or sexual indemnity of another person, will be punished, as responsible for sexual abuse.

#### CASA ARTOM (VENICE, ITALY)

Domestic Violence - One or more acts, serious or not episodic, of physical, sexual, psychological or economic occurring within the family or household, or between related persons, currently or regardless of whether the perpetrator shares or has shared the same residence with the victim.

Dating Violence – No specific law

Stalking - Unless the conduct is punished as a more serious crime, any person who repeatedly threatens or harasses another person, in order to cause a persistent state of anxiety or fear or to produce reasonable fear for his or her safety or for his or her immediate family or to force the victim to change his/her lifestyle, is punished with imprisonment from six months to four years. The punishment is increased if the stalker is a former partner of the victim. The punishment is increased up to half if the victim is a minor, or a pregnant woman, or a disabled person or the act is committed using weapons or by a disguised person. The crime is punishable on complaint of the victim. The deadline for the complaint is six months and the complaint is not necessary if the crime is committed against a minor or a disabled person, or when the act is connected with other crimes which do not need a complaint for prosecution.

Sexual Assault – The country of Italy defines sexual assault as follows: Any person who by violence or threats or by abuse of authority, forcing individuals to perform or undergo sexual acts is punishable by imprisonment. On crimes against sexual freedom (<sup>1</sup>) Art. 519. Of rape. Any person who by violence or threats, compels individuals to copulation is punishable by imprisonment

#### FLOW HOUSE (VIENNA, AUSTRIA)

Domestic Violence - Intimate Partner Violence occurs when a person and their children are subject to physical, psychological or sexual violence in their family or are repeatedly persecuted and harassed (stalked)

Dating Violence – No specific law

Stalking – “persistent persecution”. Criminal law distinguishes four types of stalking, for each of them imprisonment up to one year can be imposed: a) trying to come close to the victim, b) contacting the victim by repeated letters, phone calls, emails, or SMS, c) ordering goods or services for the victim using her/his personal data and d) make other persons contact the victim using the victim’s personal data.

Sexual Assault – The country of Austria defines sexual assault as follows: Section 177 Sexual Coercion; Rape (1) Whoever coerces another person: 1. with force; 2. by a threat of imminent danger to life or limb; or 3. by exploiting a situation in which the victim is unprotected and at the mercy of the perpetrator’s influence, to suffer the commission of sexual acts of the perpetrator or a third person on himself or to commit them on the perpetrator or a third person, shall be punished with imprisonment

## WAKE WASHINGTON (WASHINGTON, D.C.)

Domestic Violence – In D.C., domestic violence is called an intrafamily offense. An intrafamily offense is anything that could be punished as a criminal offense (type of conduct), when it is committed by someone related to you in certain ways (relationship). The offender must be related to the victim by: blood (parent, child, sibling, or other relative), marriage or domestic partnership, legal custody or adoption. having a child in common, sharing a residence, now or in the past, having a romantic or dating relationship (sexual or non-sexual), now or in the past, having a relationship (marriage, domestic partnership, dating) with the same person the abuser has or had a relationship with.

Dating Violence – See Domestic Violence

Stalking – It is unlawful for a person to purposefully engage in a course of conduct directed at a specific individual with the intent to cause that individual to: fear for his or her safety or the safety of another person; feel seriously alarmed, disturbed, or frightened; or suffer emotional distress; that the person knows would cause that individual reasonably to: fear for his or her safety or the safety of another person; feel seriously alarmed, disturbed, or frightened; or suffer emotional distress; or that the person should have known would cause a reasonable person in the individual’s circumstances to: fear for his or her safety or the safety of another person; feel seriously alarmed, disturbed, or frightened; or suffer emotional distress.

Sexual Assault: The District of Columbia defines sexual assault as follows: District of Columbia rape and sexual assault laws are categorized as sexual abuse. A person is guilty of first degree sexual abuse if the person engages in a sexual act:

- By using force against the other person;
- By threatening any person with death, bodily injury, or kidnapping;
- After rendering the other person unconscious; or



- After administering a drug, intoxicant, or other similar substance that substantially impairs the ability of the other person to control his or her conduct.

## Consent – Local law

### WFU REYNOLDA CAMPUS, CHARLOTTE, BROOKSTOWN AND INNOVATION QUARTER

North Carolina Law does not define the term consent.

### WORRELL HOUSE, LONDON INSTEP, GREAT RUSSELL STREET, AND CAMBRIDGE INSTEP (UNITED KINGDOM)

UK Statute 2003 c. 42 Pt. 1 s. 74, Sexual Offenses Act 2003 c. 42 s. 74 Consent (May 1, 2004 - present) “Consent” For the purposes of this Part, a person consents if he agrees by choice, and has the freedom and capacity to make that choice.

### FLOW HOUSE (VIENNA, AUSTRIA), CASA ARTOM (VENICE, ITALY), SALAMANCA, AND BARCELONA (SPAIN)

No laws define consent in these jurisdictions.

### WAKE WASHINGTON (WASHINGTON, D.C.)

“Consent” means words or overt actions indicating a freely given agreement to the sexual act or contact in question. Lack of verbal or physical resistance or submission by the victim, resulting from the use of force, threats, or coercion by the defendant shall not constitute consent. D.C. Code § 22-3001.

## Consent – University definition

### ALL CAMPUSES

The University defines consent as follows:

Permission for something to happen or agreement to do something. For example, a person consents to sexual activity if/when they give permission for the activity to occur or agree to engage in the activity. Consent is unambiguous, informed, active (not passive), voluntary (freely given), mutually understandable words and/or actions that indicate a willingness to participate in the sexual activity.

Whether someone has given consent is based on the totality of the circumstances and is determined by

reference to a reasonable person in the same or similar circumstances. Once consent to a sexual act has been given, consent can be withdrawn at any time by communicating words and/or actions to the other person before or during that sexual act. Consent is automatically withdrawn if someone becomes unconscious or falls asleep during a sexual act.

Consent cannot be inferred from silence, passivity, or a lack of resistance. Non-verbal communication alone may or may not be sufficient to constitute consent. Furthermore, consent cannot be inferred from a current or previous dating or sexual relationship (or the existence of such a relationship with anyone else), from someone's attire, spending money, or consent previously given. In other words, consenting to one sexual act does not imply consent to another sexual act.

Consent cannot be coerced. Examples of coercion that prevent consent include physical force, violence, duress, intimidation, deception, or the threat, expressed or implied, of bodily injury. The use of alcohol or other drugs does not diminish one's responsibility to obtain consent before sexual activity and does not excuse conduct that violates this Policy.

Consent may never be given by:

1. Minors, even if the other participant did not know the minor's age;
2. Mentally disabled persons, when the Respondent knows or should know (based on a Reasonable Person standard) that the individual allegedly giving consent is not capable of consenting due to the disability; or
3. Persons who are Incapacitated.

## Confidential and Anonymous Reporting

Wake Forest University has a confidential and anonymous reporting process available for reporting any known or suspected violations of laws, Wake Forest University policies, or the undergraduate [Code of Conduct](#). This same process may also be used to report known or suspected violations of the University's graduate and professional schools' codes of conduct. This reporting process, via the [Anonymous Reporting Hotline](#), can be used without fear of retaliation. Key details:

- A new website for the Anonymous Reporting Hotline is at [wfu.ethicspoint.com](http://wfu.ethicspoint.com). Reports can be made online or at 1.877.880.7888. This resource is available 24/7, 365 days a year, and is managed by a third party to guarantee anonymity.

As noted in previous sections of this report, the University Policy Silent Witness is also available for anonymous reporting.

**Note: Reports made to the system regarding certain crimes located in the University's Clery geography may be included for statistical purposes in the Annual Security Report in compliance with the Clery Act.**

# TITLE IX

## ALL CAMPUSES

### TITLE IX OFFICE

The Title IX Office is responsible for oversight and coordination of the University's Title IX compliance efforts, including:

- providing a prompt, equitable and impartial Title IX process for all students, faculty, staff, and individuals participating in or attempting to participate in the University's education programs and activities
- handling investigations of sex discrimination and sexual misconduct reports
- coordinating effective responses to reports of sex discrimination and sexual misconduct
- facilitating the implementation of supportive measures
- identifying and addressing patterns of complaints involving possible sex discrimination and sexual misconduct
- coordinating assessment of campus climate around issues of sex discrimination and sexual misconduct
- coordinating the adaptive resolution process
- facilitating the formal resolution process

The Title IX Office also collaborates with other University offices, such as the [Safe Office](#), the [Office of the Dean of Students](#), and [Office of Wellbeing](#), to offer awareness campaigns and prevention programs that seek to promote positive and healthy behaviors that foster healthy, mutually respectful relationships, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions. For more information regarding training and programming, contact the Title IX Office at 336-758-7258 or [titleixcoordinator@wfu.edu](mailto:titleixcoordinator@wfu.edu).

Reports of sexual harassment and sexual misconduct should be reported to the University's Title IX Office: Aishah Casseus, JD, Title IX Coordinator, 336-758-7258. [casseua@wfu.edu](mailto:casseua@wfu.edu) or [titleixcoordinator@wfu.edu](mailto:titleixcoordinator@wfu.edu). The office is located at room 307 Reynolda Hall. The Sex and Gender Discrimination and Harassment Policy and Title IX Sexual Harassment and Non-Title IX Sexual Misconduct can be accessed at: <http://titleix.wfu.edu/policies/reynolda-student-sexual-misconduct-policy/>. Wake Forest strongly encourages all employees and other members of the Wake Forest community to promptly report concerns regarding suspected or known discrimination/harassment/misconduct on the basis of sex or gender to the Title IX Coordinator.

## RESOURCES FOLLOWING EXPERIENCES OF SEXUAL VIOLENCE

If you have been the victim of sexual harassment or sexual misconduct that include but are not limited to domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, Aishah Casseus, JD, [casseua@wfu.edu](mailto:casseua@wfu.edu) or [titleixcoordinator@wfu.edu](mailto:titleixcoordinator@wfu.edu). The office is located at room 307 Reynolda Hall. Victims are also encouraged to report the matter to WFU Police or WFBMC Security Services as described in the campus-specific sections below. Victims are advised that reports of domestic violence, dating violence, sexual assault and stalking made to WFU Police and/or WFBMC Security Services will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

### WFU REYNOLDA CAMPUS, CHARLOTTE, BROOKSTOWN, WAKE WASHINGTON, AND INNOVATION QUARTER

This may be a time in which an individual will have to make many decisions and may feel a variety of emotions that might make it difficult to cope alone. Wake Forest University and our local community are both equipped to assist individuals who have experienced sexual violence, relationship violence, or stalking, whether through having individuals to talk to and support them, obtaining medical attention, planning for their physical and emotional safety, making adjustments to their housing or class schedule, visiting a counselor or seeking support, engaging with legal authorities, and/or engaging with the WFU Title IX sexual misconduct process.

*If an individual has experienced sexual assault, dating or domestic violence, or stalking:*

**They are not alone. Resources are available to help.**

- **For emergency needs, call 911.** This notification activates resources to provide emergency medical or safety care.
- **Report the incident(s) to Law Enforcement.**
  - *Law Enforcement:* University Police are available by calling 911 on a campus phone or 336-758-5911 from a cell phone. Individuals may also choose to contact the Winston-Salem Police Department by calling 911 from a cell phone. On the Innovation Quarter call Sunstates Security 336-713-1568. Both security departments will notify the appropriate law enforcement agency.
    - Wake Forest University Police has jurisdiction regarding crimes that occur on Wake Forest owned or controlled property (with the exception of the Charlotte, Wake Washington and Brookstown Branches or overseas property). If a member of the Wake Forest community reports a sexual assault that occurred off campus, an on-

duty police officer will assist the individual with notifying the appropriate law enforcement agency.

- Timely reports increase the likelihood that critical evidence will be obtained. If an individual decides to file legal charges, the University or Winston-Salem Police can advise them on how to proceed.
  - In Charlotte, report to the Charlotte-Mecklenburg Police Department at 911.
- **Contact the Safe Office.** The Reynolda Campus Safe Office is available 24/7 during the academic year at: 336-758-5285 and is located at the ground floor of Reynolds Gym, room B104-107. The Safe Office is available to confidentially respond to urgent needs, assist individuals as they evaluate their options, and support them as they plan for their safety and begin the healing process.
- **Contact the Title IX Office.** The Title IX Office is available at 336-758-7258. The office is located at room 307 Reynolda Hall.
- **Seek medical care.** Contact the University Student Health Service (336-758-5218) or a local hospital (Wake Forest University Baptist Medical Center ER – 336-713-9000 or Novant Health Forsyth Medical Center ER – 336-718-2001 in Winston-Salem. In Charlotte or Washington DC the 911 operator can direct you to the nearest hospital). It is crucial that individuals seek medical attention as soon as possible, and Student Health Service staff and emergency room personnel at local hospitals are trained to respond sensitively to individuals who have experienced violence.
  - It is important to try to preserve all physical evidence to maintain all of the available legal options. For incidents of sexual, dating, or domestic violence, having an Evidence Collection Kit completed at a local hospital within 96 hours will assist an investigation, should an individual decide now (or later) that they want to pursue prosecution. For individuals impacted by stalking, keep a log of all dates, times, witnesses, and incidents that have occurred.
  - A medical professional can also determine the possibilities and any required treatment for physical injury, sexually transmitted infections/diseases or pregnancy.
- **Seek support.** There are many professional resources on campus or within the community that are available to support individuals through the healing process. Individuals may also choose to seek support in family or friends.

WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON  
INSTEP, CAMBRIDGE INSTEP, COPENHAGEN and SANTIAGO

Students and employees who are participating in a study away program should report the incident to local law enforcement. The phone numbers are: Spain – 112, Italy -- 112, Copenhagen – 112, Austria - 133, Santiago -- 133, and England – 999.

In addition, students and employees should also follow the guidance listed above, such as contacting the Title IX Office, and seeking medical care and other support.

## On and Off Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Wake Forest University will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. These resources include the following:

### **Reynolda Campus Resources for victims of Domestic Violence, Dating Violence, Sexual Assault & Stalking**

Confidential Reynolda		
The Safe Office		
Provides confidential crisis response, support service and education for students regarding sexual misconduct, including assault, and relationship violence or stalking.	Available 24/7 for urgent needs: 336-758-5285	<a href="http://safeoffice.wfu.edu/">http://safeoffice.wfu.edu/</a>
University Counseling Center		
Counseling Services and after hours crisis response	336-758-5273 For assistance after hours, contact Student Health	<a href="http://counselingcenter.wfu.edu/">http://counselingcenter.wfu.edu/</a>
Office of the Chaplain		
Spiritual Support	336-758-5210	<a href="http://chaplain.studentlife.wfu.edu/">http://chaplain.studentlife.wfu.edu/</a>
Student Health Service		
Medical concerns including exams, preventative medications, including Plan B, STI or Pregnancy testing, and Rape Drug screenings	336-758-5812	<a href="http://shs.wfu.edu/">http://shs.wfu.edu/</a>
CHOICES Office		

Education and counseling related to alcohol and other drug concerns	336-758-5812	<a href="http://aod.thrive.wfu.edu/">http://aod.thrive.wfu.edu/</a>
<b>Non-Confidential Reporting Reynolda Campus Resources</b>		
<b>Title IX Coordinator, Aishah Casseus and Deputy Coordinators</b>		
Private University reporting option for incidents of sexual misconduct, including issuance of interim measures	336-758-7258 <a href="mailto:casseua@wfu.edu">casseua@wfu.edu</a> <a href="mailto:titleixcoordinator@wfu.edu">titleixcoordinator@wfu.edu</a>	<a href="http://titleix.wfu.edu/">http://titleix.wfu.edu/</a>
<b>University Police</b>		
Safety needs or making a police report	Emergencies: 336-758-5911 Non-Emergencies 336-758-5591	<a href="http://police.wfu.edu/">http://police.wfu.edu/</a> Silent Witness: <a href="https://police.wfu.edu/forms/silent-witness-form/">https://police.wfu.edu/forms/silent-witness-form/</a>
<b>Dean of Students</b>		
Conduct proceedings and private University reporting option	336-758-5226	<a href="http://deanofstudents.wfu.edu/">http://deanofstudents.wfu.edu/</a>
<b>Residence Life and Housing (including RA's and GHD's)</b>		
Housing needs; Deacon Card access requests	336-758-5185 or 336-758-7777	<a href="http://rlh.wfu.edu/">http://rlh.wfu.edu/</a> <a href="http://rlh.wfu.edu/deacon-onecard/">http://rlh.wfu.edu/deacon-onecard/</a>
<b>Office of Academic Advising</b>		
Academic Needs	336-758-3320	<a href="http://advising.wfu.edu/">http://advising.wfu.edu/</a>
<b>Center for International Studies</b>		
Coordinating health and safety response for WFU student abroad	336-758-5939	<a href="http://studyabroad.wfu.edu/">http://studyabroad.wfu.edu/</a>
<b>Student Financial Aid</b>		
Financial Aid	336-758-5154	<a href="http://financialaid.wfu.edu/">http://financialaid.wfu.edu/</a>



Visa & Immigration Assist.		
Global Wake Forest J-1 Visa - Center for Global Programs & Studies	336-758-4978 336-758-5938	<a href="http://global.wfu.edu/iss/scholars/j1/">http://global.wfu.edu/iss/scholars/j1/</a> <a href="http://global.wfu.edu/iss/">http://global.wfu.edu/iss/</a>
Legal Assistance		
Wake Forest Law Experiential Learning	336-758-4949 or 336-758-5430	<a href="https://law.wfu.edu/experiential-learning/">https://law.wfu.edu/experiential-learning/</a>

## INNOVATION QUARTER

Counseling and Well-Being Services (Confidential)	Contact	Location
Provides confidential support service and education for students regarding sexual misconduct, including assault, and relationship violence or stalking.	<a href="mailto:counselingservices@wakehealth.edu">counselingservices@wakehealth.edu</a> (confidential email) or Dr. Paige Bentley, <a href="mailto:pbentley@wakehealth.edu">pbentley@wakehealth.edu</a> , 336-713-3357; or Ryan MacLeod, <a href="mailto:rmacleod@wakehealth.edu">rmacleod@wakehealth.edu</a> , 336-713-6302 Orita Ramseur, <a href="mailto:omccorkl@wakehealth.edu">omccorkl@wakehealth.edu</a> , 336-713-9725	Waiting Room: Bowman Gray Center for Medical Education 1213, Wake Forest School of Medicine, 475 Vine Street, Winston-Salem, NC 27101
Chaplain (Confidential)	Contact	Location
Provides confidential support	Michelle Nicolle, Chaplain <a href="mailto:mnicolle@wakehealth.edu">mnicolle@wakehealth.edu</a> , 336-713-9766	3rd floor: Bowman Gray Center for Medical Education 1213, Wake Forest School of Medicine, 475 Vine Street, Winston-Salem, NC 27101
WFU Baptist Medical Center (Confidential)	Contact	Location
Medical Concern including wellness exams, SANE forensic exams, STI or pregnancy testing, and Rape Drug Screening (1)	Emergency Department 336-713-9000  To request an appointment: 336-716-9253	Medical Center Blvd. Winston-Salem, N.C. 27157  <a href="https://www.wakehealth.edu/Specialty/Emergency-Department">https://www.wakehealth.edu/Specialty/Emergency-Department</a>
Title IX Office (Not Confidential)	Contact	Location

Private reporting option for incidents of sexual harassment, sexual assault, domestic violence, dating violence, including issuance of interim measures; conducts Title IX investigations and proceedings	<p>Aishah Casseus , Title IX Coordinator  <a href="mailto:casseua@wfu.edu">casseua@wfu.edu</a> or <a href="mailto:titleixcoordinator@wfu.edu">titleixcoordinator@wfu.edu</a>  336-748-7258</p> <p>Jessica Harris Telligman, Deputy Title IX Coordinator/Investigator  <a href="mailto:jtelligm@wakehealth.edu">jtelligm@wakehealth.edu</a>  336-758-4997</p>	<p>3rd Floor, Reynolda Hall, Wake Forest University or 3rd floor: Bowman Gray Center for Medical Education 1213, Wake Forest School of Medicine, 475 Vine Street, Winston-Salem, NC 27101</p> <p><a href="https://school.wakehealth.edu/Education-and-Training/Student-Affairs/Title-IX">https://school.wakehealth.edu/Education-and-Training/Student-Affairs/Title-IX</a></p> <p><a href="https://titleix.wfu.edu/">https://titleix.wfu.edu/</a></p>
<b>Security Office (Not Confidential)</b>	<b>Contact</b>	<b>Location</b>
Private reporting option, safety needs or making a police report	<p>Emergency Communications  336-716-3305</p>	<p>Main Floor, Ambulatory Care Building,  Wake Forest Baptist Medical Center,  Medical Center Blvd, Winston-Salem, NC  <a href="https://school.wakehealth.edu/Campus-and-Community-Life/Campus-Safety-and-Security">https://school.wakehealth.edu/Campus-and-Community-Life/Campus-Safety-and-Security</a></p>
<b>Student Affairs (Not Confidential)</b>	<b>Contact</b>	<b>Location</b>
Private reporting option, including issuance of interim measures, and accommodations	<p>Sarah Riney, JD  Education Compliance Director, Title IX  Deputy Coordinator, Office of Institutional Effectiveness and Compliance  <a href="mailto:sriney@wakehealth.edu">sriney@wakehealth.edu</a>,  336-713-3352  Sarah Riney, JD</p>	<p>2nd floor: Bowman Gray Center for Medical Education, Wake Forest School of Medicine, 475 Vine Street, Winston-Salem, NC 27101</p>

Contact information for on and off campus resources can be found listed in the Student Sexual Misconduct & Discrimination Policy as well as on the Title IX Office website at <https://school.wakehealth.edu/Education-and-Training/Student-Affairs/Title-IX> and at: <https://titleix.wfu.edu>

## WFU REYNOLDA CAMPUS, BROOKSTOWN AND INNOVATION QUARTER

### **Off Campus Community Resources**

Winston-Salem Community Resources		
Advocacy and Support		
Family Services		
<ul style="list-style-type: none"> <li>Community advocacy and support services</li> <li>Individual and group counseling and education opportunities</li> <li>Domestic Violence Shelter (information available through DV Crisis Line)</li> <li>Legal assistance</li> </ul>	<p>336-722-8173 Or 1-800-316-5513</p> <p>Sexual Assault 24/7 Crisis Line: 336-722-4457</p> <p>Domestic Violence 24/7 Crisis Line: 336-723-8125 1200 S. Broad Street</p>	<p><a href="https://familyservicesforsyth.org/">https://familyservicesforsyth.org/</a> 1200 S. Broad Street Winston-Salem, N.C. 27101</p>
Safe on Seventh (by Family Services)		
“One Stop Shop” for assistance with interpersonal violence concerns including criminal and civil justice system, law enforcement, victim advocates, and legal advocates	336-722-8173 or 1-800-316-5513	<p><a href="https://familyservicesforsyth.org/">https://familyservicesforsyth.org/</a></p> <p>Seventh Floor Forsyth County Hall of Justice 200 N. Main St. Winston-Salem, N. C. 27101</p>
Health and Safety Resources		
WFU Baptist Medical Center		
Medical Concern including wellness exams, SANE forensic exams, STI or pregnancy testing, and Rape Drug Screening (1)	<p>Emergency Department 336-713-9000 To request an appointment: 336-716-9253</p>	<p><a href="https://www.wakehealth.edu/">https://www.wakehealth.edu/</a></p> <p>Medical Center Blvd. Winston-Salem, N. C. 27157</p>
Novant Health Forsyth Medical Center		
Medical Concern including wellness exams, SANE forensic exams, STI or pregnancy testing, and Rape Drug Screening (1)	<p>Emergency Department: 336-718-2001 To request an appointment: 336-718-5000</p>	<p><a href="http://www.novanthealth.org/forsyth-medical-center.aspx">http://www.novanthealth.org/forsyth-medical-center.aspx</a></p> <p>3333 Silas Creek Parkway Winston-Salem, N. C. 27103</p>

<b>Forsyth County Health Department</b>		
Provides free and confidential testing for STIs and HIV	Appointment information: 336-703-3324	<a href="http://www.co.forsyth.nc.us/PublicHealth/">http://www.co.forsyth.nc.us/PublicHealth/</a>
<b>Winston-Salem Police Department</b>		
Safety needs or filing police report for incidents occurring outside of WFU Reynolda Campus	Emergency: 911 Non-Emergency: 336-773-7700	<a href="http://cityofws.org/319/police-department">http://cityofws.org/319/police-department</a>
<b>Mental Health Resources</b>		
Mental health community resource referrals are confidential and available upon request through the Wake Forest University Counseling Center.	336-758-5273	
<b>Legal or Visa Assistance</b>		
Contact the WFU Law School for a list of legal or Visa attorneys in Winston-Salem	336-758-5430	<a href="https://law.wfu.edu/experiential-learning/">https://law.wfu.edu/experiential-learning/</a>
<b>WFU Financial Aid (on &amp; off campus)</b>		<a href="https://financialaid.wfu.edu/">https://financialaid.wfu.edu/</a> <a href="https://financialaid.wfu.edu/cost-of-attendance/">https://financialaid.wfu.edu/cost-of-attendance/</a>
Undergraduate	336.758.5154	<a href="mailto:financial-aid@wfu.edu">financial-aid@wfu.edu</a>
Graduate School of Arts & Sciences, Divinity	336.758.3892	<a href="mailto:gradaid@wfu.edu">gradaid@wfu.edu</a>
School of Law	336.758.4603	<a href="mailto:lawadmissions@wfu.edu">lawadmissions@wfu.edu</a>
School of Business	336.758.4424	<a href="mailto:sbfinaid@wfu.edu">sbfinaid@wfu.edu</a>
School of Medicine	336.716.2889	<a href="mailto:finaid@wakehealth.edu">finaid@wakehealth.edu</a>

(1) SANE forensic exams are conducted by nurses trained to collect evidence in sexual assaults. The university strongly recommends that victims have forensic exams conducted at WFU Baptist Medical Center or Novant Health Forsyth Medical Center. The examination does not require the filing of a police report, but the exam will be valuable if the victim later decides to file a report.

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

<http://www.rainn.org> – Rape, Abuse and Incest National Network

<https://www.justice.gov/ovw/sexual-assault> - Department of Justice <https://www2.ed.gov/about/offices/list/ocr/index.html> Department of Education, Office of Civil Rights

WORRELL HOUSE, FLOW HOUSE, CASA ARTOM, SALAMANCA, BARCELONA, LONDON INSTEP, CAMBRIDGE INSTEP, COPENHAGEN, SANTIAGO, CHARLOTTE AND WAKE WASHINGTON

Off campus resources for branches are available through local law enforcement or the Faculty Director.

**Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs**

**What to do immediately**

After an incident of sexual assault and domestic violence, the victim should consider seeking medical attention as soon as possible at:

**WFU REYNOLDA CAMPUS, BROOKSTOWN AND INNOVATION QUARTER**

WFU Baptist Medical Center or Novant Health Forsyth Medical Center, both are in Winston-Salem. In North Carolina, evidence may be collected even if you chose not to make a report to law enforcement. WFU Baptist Medical Center obtains the victim's name at check-in. If the victim wishes, the evidence kit collected at the hospital will be transferred to the Winston-Salem Police Evidence Room. The kit will be listed under the name of Jane Doe with the time and date of the incident. Novant Health Forsyth Medical Center collected kits are sent to the State Bureau of Investigation Crime Lab in Raleigh, North Carolina where they are stored pending testing for one year. The Winston-Salem Police Department may also be reached directly by calling 911 or 336-773-7700. Reports may be made in person at 725 N. Cherry St., Winston-Salem. Additional information about the Winston-Salem Police department may be found online at: <https://www.cityofws.org/319/police-department>.

**WAKE CHARLOTTE (NORTH CAROLINA)**

In Charlotte the nearest hospital with a SANE nurse is Novant Health Presbyterian Medical Center, 200 Hawthorne Ln, Charlotte, NC 28204, (704) 384-4000.

## WAKE WASHINGTON (WASHINGTON D.C.)

In Washington D.C. the nearest hospital with a SANE nurse is MedStar Washington Hospital Center, 110 Irving Street, NW, Washington, DC 20010, (202) 877-7000. Other local agencies and contact information are as follows:

- DC Command Center (24 hours) Emergency/Non-Emergency 202-663-5808
- Metropolitan Police Department Non-Emergency 311 Emergency 911
- George Washington University Hospital 202-715-4000
- Georgetown University Hospital 202-444-2119
- Sibley Memorial Hospital 202-537-4195
- DC Rape Crisis Hotline (24 hours) 202-333-RAPE(7273)
- DC Coalition Against Domestic Violence 202-299-1181 [www.dccadv.org](http://www.dccadv.org)

## ALL CAMPUSES

Incidents of sexual violence are traumatizing, and victims cope by many different methods. A desire to move on or refuse to acknowledge the event is not uncommon or unreasonable. However, the victim should try to leave all their options available should they change their mind about prosecution after the initial shock. Many jurisdictions have made it legal for a victim to obtain a sexual assault rape kit anonymously. This allows for quickly dissipating evidence to be retrieved should it be needed in the future.

To that end, it is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 72 hours so that evidence which may assist in proving that the alleged criminal offense occurred may be preserved. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, as such evidence may be useful to University hearing boards/investigators or police. Although the University strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus law enforcement and/or local police), it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police.

The University Police, Sunstates Security, the Title IX Coordinator, University Police Victim Services, Branch Administrator, or the Safe Office will assist any victim with notifying local police if they so desire. The Wake Forest University Police Department may also be reached directly by calling 336-758-5591 and in person at 1834 Wake Forest Road, Winston-Salem, NC, 27109, Alumni Hall 104. The non-emergency phone numbers for each campus are as follows: Innovation Quarter 336-713-1568, Charlotte-Mecklenburg Police Department 704-336-7600; Washington D.C. Police Department 202-727-9099; London, England Police +442072301212; Cambridge, England Police Department +441223358966; Chile, Santiago Police Department +56229223760; Barcelona, Spain Police Department +34933062300; Salamanca, Spain Police Department +34923194433; Copenhagen, Denmark Police Department +4533141448; Venice, Italy Police Department +39 0412770714; Vienna, Austria Police Department +4313131055311. Emergency phone numbers for every law enforcement agency listed above can be found on page 8. Additional information about the Wake Forest University Police Department may be found online at: <https://police.wfu.edu/>.

The institution's student and employee sexual misconduct policy, for all campuses, including a description of the appeal procedures can be found under the header POLICIES at: [titleix.wfu.edu](https://titleix.wfu.edu).

The University will provide or make arrangements for resources both on and off campus, to include medical and counseling assistance, to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to those who are alleged to have violated the university's policy. The procedures set forth below are intended to afford a prompt response to complaints of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions when an individual is found responsible for violating the policy.

It is crucial that a victim seek medical attention as soon as possible. It is important to try to preserve all physical evidence to prove a crime and to maintain all of their legal options. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a report regarding an incident, they nevertheless should consider speaking with University Police or other law enforcement to preserve evidence in the event that the victim changes their mind at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protective order.

**Procedures The Institution Will Follow Upon Receipt of a Report of Dating Violence, Domestic Violence, Sexual Assault, or Stalking**

The University has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as offering supportive measures. Claimant Supportive measures are non-disciplinary, non-punitive, individualized services offered as appropriate as reasonably available without fee or charge to Claimant and/or a Respondent. Measures are designed to restore or preserve equal access to Wake Forest's education program or activity. Students and employees should contact the Title IX Coordinator or a Deputy Title IX Coordinator at 336-758-7258 or [casseua@wfu.edu](mailto:casseua@wfu.edu). Reports can also be made via the University Compliance Hotline at 1.877.880.7888 toll-free or by going to [wfu.ethicspoint.com](http://wfu.ethicspoint.com).

If a report of domestic violence, dating violence, sexual assault or stalking by a student or employee is reported to the University, they will receive a written explanation of their rights and options. The procedures that the University will follow as well as a statement of the standard of evidence that will be used during any Title IX disciplinary hearing on campus arising from such a report are listed below:

Incident Being Reported:	Procedure Wake Forest University (WFU) Will Follow:	Evidentiary Standard
<b>Sexual Assault</b> <b>Domestic Violence</b> <b>Dating Violence</b> <b>Or Stalking</b>	<ol style="list-style-type: none"><li>1. Depending on when reported (immediate vs. delayed report), WFU will assist the complainant with access to medical care</li><li>2. WFU will assess immediate safety needs of complainant</li><li>3. WFU will assist complainant with contacting local police if complainant requests AND provide complainant with contact information for local the police department.</li><li>4. WFU will provide complainant with referrals to on and off campus mental health providers</li><li>5. WFU will assess need to implement interim or long-term protective measures, such as housing changes, change in class schedule, "No Contact" directive between both parties</li><li>6. WFU will provide a Trespass Warning to the Respondent party if deemed appropriate</li><li>7. WFU will provide information about protective orders and accompany victims to obtain them if desired</li></ol>	Preponderance of the evidence (1)



	<ol style="list-style-type: none"> <li>8. WFU will direct individuals to a copy of the Sex &amp; Gender Discrimination &amp; Harassment Policy and inform the complainant regarding timeframes for inquiry, investigation and resolution</li> <li>9. WFU will simultaneously inform the complainant and respondent of the outcome of the investigation and hearing.</li> <li>10. WFU will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</li> </ol>	
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## WAKE FOREST BAPTIST MEDICAL CENTER AND INNOVATION QUARTER

Incident Being Reported	Procedure Wake Forest Baptist Medical Center (WFBMC) will follow:	Evidentiary Standard
<b>Sexual Assault</b>  <b>Domestic Violence</b>  <b>Dating Violence</b>  <b>Or Stalking</b>	<ol style="list-style-type: none"> <li>1. Depending on when reported (immediate vs. delayed report), WFBMC will assist the complainant with access to medical care</li> <li>2. WFBMC will assess immediate safety needs of complainant</li> <li>3. WFBMC will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>4. WFBMC will provide complainant with referrals to on and off campus mental health providers</li> <li>5. WFBMC will assess need to implement interim or long-term protective measures, such change in class schedule, "No Contact" directive between both parties</li> <li>6. WFBMC will issue a Trespass Warning to the Respondent party if deemed appropriate</li> <li>7. WFBMC will provide written instructions on how to apply for a Protective Order</li> <li>8. WFBMC will direct individuals to a copy of the Sex &amp; Gender Discrimination &amp; Harassment Policy and inform the complainant regarding timeframes for inquiry, investigation and resolution</li> <li>9. WFBMC will simultaneously inform the complainant and respondent of the outcome of the investigation and hearing.</li> <li>10. WFBMC will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation</li> </ol>	Preponderance of evidence (1)

(1) Under the preponderance standard, the burden of proof is met when the party with the burden convinces the fact finder that it is "more likely than not" that the claim is true.

## **Assistance for Victims: Rights & Options**

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the University will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- information about how the institution will protect the confidentiality of victims and other necessary parties;
- a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- a statement regarding the institution's provisions about options for, available assistance in, and how to request supportive measures; and
- an explanation of the procedures for institutional disciplinary action.

WFU REYNOLDA CAMPUS, CHARLOTTE, BROOKSTOWN, WAKE FOREST BAPTIST MEDICAL CENTER, BOONE, AND INNOVATION QUARTER

## **North Carolina Declaration of Rights**

WFU REYNOLDA CAMPUS, CHARLOTTE, BROOKSTOWN AND INNOVATION QUARTER

Under North Carolina State Law, a victim of domestic violence, dating violence, sexual assault or stalking has the following rights:

1. The right as prescribed by law to be informed of and to be present at court proceedings of the Respondent.
2. The right to be heard at sentencing of the Respondent in a manner prescribed by law, and at other times as prescribed by law or deemed appropriate by the court.
3. The right as prescribed by law to receive restitution.
4. The right as prescribed by law to be given information about the crime, how the criminal justice system works, the rights of victims, and the availability of services for victims.
5. The right as prescribed by law to receive information about the conviction or final disposition and sentence of the Respondent.
6. The rights as prescribed by law to receive notification of escape, release, proposed parole or pardon of the Respondent, or notice of a reprieve or commutation of the Respondent's sentence.
7. The right as prescribed by law to present their views and concerns to the Governor or agency considering any action that could result in the release of the Respondent, prior to such action becoming effective.

8. The right as prescribed by law to confer with the prosecution.

Further, Wake Forest University complies with North Carolina law in recognizing orders of protection (50B) issued in North Carolina or protective orders from other states. Individuals should provide a copy of the order to the University Police, WFBMC Security, Sunstates Security and the Title IX Coordinator depending on which location(s) they frequent. Additionally, individuals may meet with the University Police or Sunstates Security and the Safe Office to develop a Safety Action Plan, which is a plan for reducing the victim's risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, providing a temporary cell phone, changing classroom location or allowing a student to complete assignments from home, etc. The University cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services but may request the police to assist them to obtain a local order. You can file a petition in the county where you live (permanently or temporarily), or in the county where the abuser lives. In order to obtain a restraining order under North Carolina General Statute 50-B, the person you are seeking to restrain must fall into one of the following categories: spouse or ex-spouse, persons of opposite sex who are or have lived together, have a child in common, parent and child (or in loco parentis), grandparents and grandchildren, persons of the opposite sex who are or have been in a dating relationship. Protection from abuse orders may be available through the Forsyth County Domestic Violence Center which is located on the 7<sup>th</sup> floor of the County Hall of justice. Multiple agencies are available at that one location to assist victims to obtain services. The University may issue an Institutional No Contact Order if deemed appropriate or at the request of the victim or Respondent to a student or employee.

The Safe Office provides private consultations for students, parents, staff, and faculty regarding sexual and relationship violence or stalking concerns. Call the Safe Office 24/7 for urgent needs at 336-758-5285.

Orders of protection and restraining orders (Reynolda, Innovation Quarter, and Brookstown) can be obtained at the Forsyth County Courthouse. These orders are designed to protect the victim from further harm. An advocate from the Safe Office will assist victims of interpersonal violence to request an Order. Additionally, the Title IX Office may issue administrative no contact orders.

#### PROTECTIVE ORDERS AT WAKE WASHINGTON

To obtain a protective order the complainant must go to a Domestic Violence Intake Center. The Centers are located at the Moultrie Courthouse at 500 Indiana Avenue, NW, Room 4550, Washington, DC 20001, (202) 879-0157 and the United Medical Center at 1328 Southern Avenue, SE, Suite 311, Washington, DC 20032. You must file a petition for a Civil Protection Order. The process of requesting

the petition, filling out the paperwork, getting the case scheduled, and appearing before the judge can take a while so be prepared to spend a few hours to complete this process.

PROTECTIVE ORDERS AT CASA ARTOM, FLOW HOUSE, SALAMANCA, BARCELONA, WORRELL HOUSE, LONDON INSTEP, CAMBRIDGE INSTEP AND COPENHAGEN.

England: In the U.K., a criminal prosecution is necessary in order to obtain a restraining order. To get one, you first have to report the offender to the police and press criminal charges. Once you have reported the crime, the police and Crown Prosecution Service (CPS) will determine whether there is enough evidence to prosecute the offender and seek a restraining order at sentencing.

Spain: To get a restraining order, a victim will require a Spanish Lawyer, as a restraining order can only be implemented by a Judge. Under the Spanish Criminal Code, once a restraining order has been obtained against an individual the recipient cannot go within a certain distance of the victim.

Italy: in Italy the order is called an ordinanza restrittiva. It is recommended that a lawyer is employed to assist. The injured party can go to the police station, tell what happened, and initially also ask for a warning to the offender (in cases of stalking or abuse). The General Warning must start from the Public Prosecutor's Office, after having analyzed the evidence. At the Prosecutor's Office, you will be asked to make a statement (Affidavit), where you explain the reasons for which you are requesting this protection, and it is a declaration made under oath and that could be reported in the Court. After a week the warning is brought to a Court, it is analyzed by the judge who decides to highlight the restrictive order that has immediate value but will take effect when there is notification to the person to whom it was issued.

Austria: Police EBO, this is a measure to protect victims who are in a situation of immediate danger to their life, health or freedom. The EBO is a measure that can only be imposed by the police. No other person or institution can “apply” for a police EBO. The victim’s consent is not necessary. Criminal law protective measures can only be imposed when a violent crime has been reported. Austria has mandatory prosecution, so any violent crime has to be prosecuted by the authorities, even in cases of light bodily injuries; no initiative or consent of the victim is needed.

Copenhagen: Police can issue either a provisional exclusion order or a restraining order. The police may issue a provisional exclusion order if there is reason to suspect someone of having invaded your privacy by stalking you or bothering you with in-person, oral, or written communication. A restraining order can be issued against a person suspected of having committed a gross crime against your person. The police may also issue a restraining order against a person who has repeatedly invaded your privacy by stalking you, pestering you with unwanted contact, or vandalizing your belongings. In addition, the police may issue a restraining order against a person who has violated an exclusion order. At all campuses overseas, staff members can assist to reach local officials.

## **Supportive Measures (All Campuses)**

**“Supportive Measures”** are non-disciplinary, non-punitive, individualized services offered as appropriate, as reasonably available, and without fee or charge to a Claimant and/or a Respondent before or after the filing of a Formal Complaint or where no Formal Complaint has been filed. Such measures are designed to restore or preserve equal access to Wake Forest’s Education Program or Activity.

Supportive Measures may include, but are not limited to, counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security, and monitoring of certain areas of the campus. Wake Forest will maintain as confidential any Supportive Measures provided to a Claimant or a Respondent, to the extent that maintaining such confidentiality would not impair Wake Forest’s ability to provide the Supportive Measures. The Title IX Coordinator is responsible for coordinating the effective implementation of Supportive Measures. enforcement.

The protection of our community is very important to Wake Forest University. Anyone who feels they may be or are a victim of crime on campus should immediately notify the Wake Forest University Police or in the Innovation Quarter notify Sunstates Security. If the crime occurs off campus or on a campus located outside of Winston-Salem, immediately notify the police department in the location where it occurred. A delay in reporting may cause the situation to escalate.

To request changes or assistance in requesting changes to academic, living, transportation, protective measures and/or working situation or protective measures, a victim should contact either the Title IX Coordinator at 336-758-7258 or the Victim’s Assistance Office at University Police at 336-758-4332, or the Safe Office at 336-758-5285.

Students, faculty, and staff can update privacy settings to limit what aspects of personal information is displayed in the WFU Internal directory by logging into WIN, the Wake Information Network (<https://win.wfu.edu/>), navigating to Personal and selecting “Privacy Settings.” Step-by-step instructions on how members of the WFU community can update these privacy settings can be found at <https://help.wfu.edu/support/solutions/articles/13000048901>. Additionally, students can contact the Office of the Registrar at [registrar@wfu.edu](mailto:registrar@wfu.edu) or 336.758.5207 to request to have all of their information confidential. Also, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant, including accommodations and protective measures (for example, publicly available record-keeping for purposes of Clery Act reporting and

disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20).)

The Police Records System used by the University Police allows supervisory personnel (Corporals and higher ranks) to block the victim's name or the entire report from access by other law enforcement agencies. Reports can also be checked as confidential or sealed further restricting access to victim information. By only sharing personally identifiable information with individuals on a need-to-know basis, the 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.

The University does not publish the name of crime victims nor house identifiable information regarding victims in the University Police departments Daily Crime Log, in the annual crime statistics, or online. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

## **Change in Victims Academic and Living Situation**

### **ALL CAMPUSES**

The University will engage in efforts to make changes in a victim's academic, transportation, working and living situation if requested and reasonably available regardless of whether a victim has reported an offense to the campus or local police. Changes in an academic situation should be made through the Dean's Office and housing changes should be made by the Office of Residence Life and Housing. (See Guide to Community Living for information.) Academic and housing changes may also be requested through the Title IX Coordinator. Overseas, contact the Faculty Director or House Manager who can make reasonable accommodations with input from the Title IX Coordinator.

### **BROOKSTOWN, WAKE WASHINGTON, SALAMANCA, SANTIAGO, CHARLOTTE, AND INNOVATION QUARTER**

Campus housing is not provided at the above locations.

# SEXUAL MISCONDUCT DISCIPLINARY POLICY AND PROCEDURES

## ALL CAMPUSES

Wake Forest University is committed to providing programs, activities, and a safe academic and working environment that are free from sex discrimination (including discrimination on the basis of sex, sexual orientation, gender identity, and gender expression) and sexual misconduct (including sexual harassment, sexual assault, domestic violence, dating violence, and stalking). As a recipient of Federal funds, the University also complies with Title IX of the Higher Education Amendments of 1972, 20 U.S. C. § 1681 *et seq.* (“Title IX”), which prohibits discrimination on the basis of sex in education programs or activities. Sexual harassment, which includes sexual violence, is a form of sex discrimination. The University’s commitment to nondiscrimination applies to admissions, employment, access to and treatment in University programs and activities. For the University’s full non-discrimination policy, see <http://sopr.wfu.edu/nondiscrimination-statement/>.

When students, employees, or other individuals experience acts of sexual misconduct or other forms of gender discrimination or harassment, their sense of safety and trust are violated. This may significantly interfere with their success at the University. Our community expects that all interpersonal relationships and interactions – especially those of an intimate nature – are based upon values of mutual respect, dignity, responsibility, open communication, and clear consent. Sex discrimination, sexual harassment and sexual misconduct are violations of our institution’s values and policies and present barriers to fulfilling the University’s missions. Unlawful gender discrimination, sexual harassment and sexual misconduct will not be tolerated and are expressly prohibited. Reports of discrimination and harassment will be promptly and equitably reviewed and investigated. When harassment or discrimination is discovered, the University will promptly take steps to prevent its recurrence and to correct any found discriminatory effects.

### **Adjudication of Violations**

The university’s disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution’s policy and that is transparent to the Claimant and Respondent. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within the timeframe specified in the institution’s policy. However, the institution’s policy allows for extensions of timeframes for good cause with written notice to the Claimant and the Respondent of the delay and the reason for the delay. University officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues

related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

1. The Claimant and the Respondent will have timely notice for meetings. The Claimant, the Respondent and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
2. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the Claimant or the Respondent;
3. The Claimant and the Respondent will have the same opportunities to have others present during any institutional disciplinary proceeding. The Claimant and the Respondent each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The University will not limit the choice of advisor or their presence for either the Claimant or the Respondent in any meeting or institutional disciplinary proceeding. However, the role of the advisor in sexual misconduct matters are limited to consulting and advising his or her advisee, but not speaking for the advisee at any meeting or hearing.
4. The Claimant and the Respondent will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding; and
5. Where an appeal is permitted under the applicable policy, the Claimant and the Respondent will be notified simultaneously in writing, of the procedures for the Respondent and the Claimant to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the Claimant and the Respondent will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

The Sex & Gender Discrimination and Harassment Policy <https://titleix.wfu.edu/about-the-title-ix-office-2/our-commitment-to-preventing-sexual-discrimination-and-misconduct/> describes prohibited conduct, establishes prompt and equitable grievance procedures for responding to reports of sex or gender discrimination, harassment, or misconduct as defined in this policy, and outlines resources available to all students.

### Coverage

This Policy applies to allegations of Sexual Harassment and Sexual Misconduct made by or against a student or an employee of Wake Forest or a third party, regardless of sex, sexual orientation, sexual identity, gender expression, or gender identity. Allegations of Sexual Harassment and Sexual Misconduct made by or against a student or employee of Wake Forest University Baptist Medical



Center, Wake Forest University Health Sciences, or Wake Forest University School of Medicine will be addressed under the Wake Forest University Baptist Medical Center Sex and Gender Discrimination and Harassment Policy and Grievance Procedures.

### Reporting

The University encourages anyone who experiences or becomes aware of an incident of prohibited conduct involving a student to immediately report the incident to the University through any of the following reporting options:

#### File a Criminal Complaint with the Police or Security (Non-Confidential)

##### **Reynolda Campus**

**University Police** P.O. Box 7686, Winston-Salem, NC 27109

Phone On Campus: 911

Cell or Off Campus: 336-758-5591

[dispatch@wfu.edu](mailto:dispatch@wfu.edu)

##### **Innovation Quarter**

Sunstates Security 336-713-1568

Wake Forest Police 336-758-5911

Winston-Salem Police 911

**Winston-Salem Police Department** 725 N. Cherry St., Winston-Salem, NC 27101

Emergencies: 911

Non-emergencies 336-773-7700

**Wake Washington** – 911

**Salamanca or Barcelona Police** – 112

**Venice Police** – 112

**Vienna Police or Santiago Police** – 133

**London and Cambridge Police** – 999

**Copenhagen** – 112

**Santiago** -- 133

**File a Report with the University Title IX Coordinator (Non-confidential) for all campuses (student or staff).**

**Aishah Casseus, JD**  
Reynolda Hall \ Suite 307  
336-758-7258  
[casseua@wfu.edu](mailto:casseua@wfu.edu)  
[titleixcoordinator@wfu.edu](mailto:titleixcoordinator@wfu.edu)  
[titleix.wfu.edu](http://titleix.wfu.edu)

### **Deputy Title IX Coordinators on the Reynolda Campus**

**Jessica Telligman, JD**  
Deputy Title IX Coordinator Title IX Investigator  
Reynolda Hall \ Suite 307  
[telligjr@wfu.edu](mailto:telligjr@wfu.edu)  
336.758.4997

**Stephanie Carter**  
Director, Residence Life & Projects  
Residence Life and Housing  
[cartersk@wfu.edu](mailto:cartersk@wfu.edu)  
336.758.5266

**Branden Nicholson**  
Director of Executive Strategy  
School of Law  
[nicholsb@wfu.edu](mailto:nicholsb@wfu.edu)  
336-758-5435

**Matt Imboden**  
Executive Director, Integrative Student Services  
School of Business  
Farrell Hall 115, Student Engagement Suite  
[imbodemw@wfu.edu](mailto:imbodemw@wfu.edu)  
336.758.1896

**Jennifer Rogers, Ph.D.**  
Associate Dean for Students  
Graduate School of Arts and Sciences  
[rogersjl@wfu.edu](mailto:rogersjl@wfu.edu)  
336.758.3375

**Brittani Hunt**

Director of Student Services

School of Divinity

[huntb@wfu.edu](mailto:huntb@wfu.edu)

**Lindsey Babcock**

Senior Associate Athletic Director

Department of Athletics

[lbabcock@wfu.edu](mailto:lbabcock@wfu.edu)

336.758.3140

**Deputy Title IX Coordinators Innovation Quarter Campus****Jessica Telligman, JD**

Deputy Title IX Coordinator Title IX Investigator

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336.758.4997

**Sarah Riney, JD**

Education Compliance Director

[sriney@wakehealth.edu](mailto:sriney@wakehealth.edu)

336.713.3352

**Tanya Gregory, PA**

Director of Student Services

Department of PA Studies

[tgregory@wakehealth.edu](mailto:tgregory@wakehealth.edu)

336.716.2027

## **File an Anonymous Report with the Compliance Hotline**

1-877-880-7888 toll-free <https://secure.ethicspoint.com/domain/media/en/gui/58784/index.html>

The Compliance Hotline can be reached toll free at 1-877-880-7888 or by submitting an online report at <https://secure.ethicspoint.com/domain/media/en/gui/58784/index.html>. Both methods of reporting are available 24 hours a day, 7 days a week, can be accessed from any location, and are available in numerous languages. To ensure caller confidentiality and anonymity, this service is administered by an independent company, Navex. This information can be found by clicking on the following [link](#).

## **File an Anonymous Silent Witness Police Report**

The University provides an option for anonymous reporting of campus crime by the crime victim or a third party reporting on behalf of a crime victim. To fill out an online crime reporting form go to: <https://police.wfu.edu/forms/silent-witness-form/>

**Note:** If a disclosure is made to a mandated reporter, including Resident Advisors and Graduate Hall Directors, a staff member is required by law and policy to immediately report the disclosure of sexual misconduct to the Title IX Coordinator.

## **Coverage**

The Reynolda campus policy applies to allegations of Sexual Harassment and Sexual Misconduct made by or against a student or an employee of Wake Forest or a third party, regardless of sex, sexual orientation, sexual identity, gender expression, or gender identity. Allegations of Sexual Harassment and Sexual Misconduct made by or against a student or employee of Wake Forest University Baptist Medical Center, Wake Forest University Health Sciences, or Wake Forest University School of Medicine will be addressed under the Wake Forest University Baptist Medical Center Sex and Gender Discrimination and Harassment Policy and Grievance Procedures.

The Title IX Sexual Harassment Pre-Hearing and Hearing Grievance Procedures apply only to allegations of Sexual Harassment in Wake Forest's Education Program or Activity (as defined in the policy), and to alleged Sexual Misconduct (if any) arising from the same facts and circumstances as the allegations of Sexual Harassment. The Sexual Misconduct Pre-Hearing and Applicable Hearing and Administrative Grievance Procedures will apply to allegations of Sexual Misconduct and, at the direction of the Title IX Coordinator, to related allegations of Retaliation. Allegations of Retaliation that do not occur within the context of an existing investigation or hearing will be determined by the Title IX Coordinator following an investigation.

The University has the right to review and investigate any alleged violations of this policy that occur in the context of a University-sponsored program or activity or that otherwise may affect the University's working or learning environments, regardless of whether the conduct occurred on or off campus.

The University's ability to investigate and/or impose disciplinary sanctions may be limited where the alleged conduct occurred outside the context of a University-sponsored program or activity or occurred off campus, or one party is not a member of the University community. In such cases, the University reserves the right to take any steps that it deems appropriate to address the alleged conduct where said conduct has a continuing adverse effect on or creates a hostile environment for students, employees, and/or third parties while on University owned, leased, or controlled property or in any University sponsored employment or educational program or activity. In all cases, the University may provide appropriate resources to those individuals impacted and, where appropriate, the broader University community.

## Prohibited Conduct

The University strictly prohibits Sexual Misconduct and Sexual Discrimination.

**“Sexual Harassment”** as defined by Title IX and in this Policy means conduct on the basis of sex that satisfies one or more of the following:

- (1) an employee of the Wake Forest University conditioning the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct (commonly referred to *quid pro quo* harassment);
- (2) unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to Wake Forest's Education Program or Activity; or
- (3) **“Sexual Assault,” Sexual Assault** is any sexual act directed against another person, without the consent of the person, including instances where the person is incapable of giving consent. Sexual Assault can occur between individuals of the same or different sexes and/or genders. Sexual Assault includes the following:

- **Rape:** The carnal knowledge of a person, without the consent of the person, including instances where the person is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity;

- **Sodomy:** Oral or anal sexual intercourse with another person, without the consent of the person, including instances where the person is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity;
- **Sexual Assault with an Object:** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of a person, without the consent of the person, including instances where the person is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity;
- **Fondling:** The touching of the private body parts of a person for the purpose of sexual gratification, without the consent of the person, including instances where the person is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity;
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; and
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**“Dating Violence,”** as defined in 34 U.S.C. § 12291(a)(10): violence committed by a person— (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship;

**“Domestic Violence,”** as defined in 34 U.S.C. § 12291(a)(8): felony or misdemeanor crimes of violence under North Carolina law and committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or 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; or

**“Stalking,”** as defined in 34 U.S.C. § 12291(a)(30): engaging in a course of conduct directed at a specific person that would cause a reasonable person to (A) fear for their safety or the safety of others; or (B) suffer substantial emotional distress. A “course of conduct” means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property. “Substantial emotional distress” means significant mental suffering or anguish that may, but does not necessarily require, medical or other professional treatment or counseling.

**“Sexual Misconduct”** is defined as follows:

(1) Conduct that would otherwise meet the definition of Sexual Harassment but does not meet the geographical or personal jurisdictional requirements under Title IX and its implementing regulations. For example, an alleged sexual assault that occurs in an off-campus apartment leased by a student would not satisfy the geographical jurisdiction of Title IX, but that alleged assault would be addressed under this Policy as Sexual Misconduct.

(2) Non-Title IX Sexual/Gender-Based Harassment: Non-Title IX Sexual or gender-based harassment is a form of discrimination that includes verbal, written, or physical behavior, directed at someone, or against a particular group, because of that person’s or group’s sex, gender identity, actual or perceived sexual orientation, or based on gender stereotypes, when that conduct is unwelcome and meets the following criteria:

(a) Submission to or rejection of the conduct is made either explicitly or implicitly a term or condition of an individual’s education, employment, University living environment, or participation in a University activity or program; or

(b) Submission to or rejection of the conduct is used as the basis for, or as a factor in, decisions affecting an individual’s education, employment, University living environment, or participation in a University activity or program; or

(c) the conduct has the purpose or effect of creating an intimidating, hostile, or offensive educational, employment, University living, or University activity or program environment(s) for an individual, or

(d) the conduct unreasonably interferes with the educational, employment, or University living, or University activity or program environment(s) of an individual; and

(e). The conduct is sufficiently severe or pervasive that it alters the terms, conditions, or privileges of an individual’s education, employment, University living environment, or participation in a University activity or program.

Conduct may be verbal or nonverbal, written, or electronic. Sexual or gender-based harassment can occur between any persons, including those the same or opposite sex, and either as single or repeated incidents. Whether conduct is sufficient to constitute harassment is evaluated under the totality of the circumstances, including the frequency of the conduct, its severity, whether it is physically threatening or humiliating, or merely an offensive utterance. These factors are evaluated from both subjective and objective viewpoints, considering not only the effect that the conduct actually had on the person, but also the impact it would likely have had on a reasonable person in the same situation. The conduct must subjectively and objectively meet this definition to be sexual or gender-based harassment under this Policy.

The definition of Non-Title IX Sexual Misconduct applies differently to Wake Forest students, employees, and third parties.

This definition applies to Wake Forest students from the time a student moves into an on-campus residence or matriculates at Wake Forest, whichever is sooner, and continues until the student is no longer enrolled at Wake Forest. This includes conduct taking place anywhere in the world and is not limited to conduct within Wake Forest's Education Programs or Activities.

This definition applies to Wake Forest employees and non-student third parties only to the extent the conduct giving rise to the complaint is directly related to the University's Education Programs or Activities.

(3) Sexual exploitation. Conduct that is defined as taking non-consensual, unjust, or abusive sexual advantage of another, for one's own advantage or benefit; or to benefit or advantage anyone other than the person being exploited. Sexual exploitation encompasses a wide range of behaviors including, but not limited to:

- (a) inducing incapacitation with the intent to rape or sexually assault another person;
- (b) non-consensual video or audio-recording of sexual activity;
- (c) allowing others to observe a personal act of consensual sex without knowledge or consent of the partner;
- (d) engaging in Peeping Tommerly (voyeurism);
- (e) knowingly transmitting a sexually transmitted disease, including HIV, to another student;
- (f) prostituting another person (i.e. – personally gaining money, privilege, or power from the sexual activities of another person); or
- (g) indecent exposure (willfully exposing one's genitals in any public place, and in the presence of another person).

The definition of Sexual Exploitation applies differently to Wake Forest students, employees, and third parties.

This definition applies to Wake Forest students from the time a student moves into an on-campus residence or matriculates at Wake Forest, whichever is sooner, and continues until the student is no longer enrolled at Wake Forest. This includes conduct taking place anywhere in the world and is not limited to conduct within Wake Forest's Education Programs or Activities.

This definition applies to Wake Forest employees and non-student third parties only to the extent the conduct giving rise to the complaint is directly related to the University's Education Programs or Activities.



## **Consent**

**“Consent”** means permission for something to happen or agreement to do something. For example, a person consents to sexual activity if/when they give permission for the activity to occur or agree to engage in the activity. Consent is unambiguous, informed, active (not passive), voluntary (freely given), mutually understandable words and/or actions that indicate a willingness to participate in the sexual activity.

Whether someone has given consent is based on the totality of the circumstances and is determined by reference to a reasonable person in the same or similar circumstances. Once consent to a sexual act has been given, consent can be withdrawn at any time by communicating words and/or actions to the other person before or during that sexual act. Consent is automatically withdrawn if someone becomes unconscious or falls asleep during a sexual act.

Consent cannot be inferred from silence, passivity, or a lack of resistance. Non-verbal communication alone may or may not be sufficient to constitute consent. Furthermore, consent cannot be inferred from a current or previous dating or sexual relationship (or the existence of such a relationship with anyone else), from someone’s attire, spending money, or consent previously given. In other words, consenting to one sexual act does not imply consent to another sexual act.

Consent cannot be coerced. Examples of coercion that prevent consent include physical force, violence, duress, intimidation, deception, or the threat, expressed or implied, of bodily injury.

The use of alcohol or other drugs does not diminish one's responsibility to obtain consent before sexual activity and does not excuse conduct that violates this Policy.

Consent may never be given by:

1. Minors, even if the other participant did not know the minor’s age;
2. Mentally disabled persons, when the Respondent knows or should know (based on a reasonable person standard) that the individual allegedly giving consent is not capable of consenting due to the disability; or
3. Persons who are Incapacitated.

## **Amnesty**

Wake Forest considers the reporting and adjudication of Sexual Harassment and Sexual Misconduct to be of paramount importance. Wake Forest does not condone underage drinking or the use of illegal drugs; however, Wake Forest will extend amnesty to students who are Claimants, Respondents,

witnesses, and others involved in a grievance process from punitive sanctioning for illegal use of drugs and/or alcohol when evidence of such use is discovered or submitted in the course of a grievance process. Similarly, Wake Forest may, in its discretion, provide amnesty for other conduct code violations that are discovered in the course of a grievance process. Notwithstanding the provision of amnesty for students as described in this paragraph, Wake Forest reserves the right to refer Complainants, Respondents, witnesses, and others involved in a grievance process for substance abuse assessment, education, and/or treatment.

### **Simultaneous Police and University Investigations**

Sexual Misconduct may be a violation of University policy *and* a crime. Disciplinary action at the University is not a substitute for criminal or civil legal action. Therefore, the University encourages students to report alleged criminal conduct promptly to University Police or local law enforcement agencies and to the Title IX Office. Individuals have the right to simultaneously report a crime to law enforcement and to the University.

If a crime related to sexual misconduct is reported to University Police, they will contact the University Title IX Office, thereby allowing the Title IX Office to conduct a review in accordance with this policy. If a report is made to the Winston-Salem Police Department or other local law enforcement agencies, information from those agencies may be submitted to the Wake Forest University Police Department, who will provide said information to the University Title IX Office for review.

If a criminal complaint is filed in addition to a complaint with the University, the University will not wait for the conclusion of any criminal investigation or proceedings before commencing its own investigation; however, the University's investigation may be delayed temporarily while the criminal investigators are gathering evidence. In the event of such a delay, the University may take interim measures as necessary to limit the effects of any ongoing Sexual Misconduct. Such interim measures may result in actions being taken that may impact both the Respondent student and the Complainant and may include no contact orders and/or changes in class schedules and/or housing assignments. The University will take steps to minimize the burden on the Complainant. The University investigation will be conducted in a prompt, fair, and impartial manner by the University Title IX Coordinator or designee, who has had training on investigating cases of Sexual Misconduct. During and after the University investigation, measures will be taken by the University to ensure the preservation of evidence for internal purposes and/or a criminal investigation.

## **Privacy and Disclosure**

Except as may be permitted by FERPA or as required by law or to carry out any investigation or resolution under this Policy, Wake Forest will keep private the identity of any individual who has made a report or complaint of Sexual Harassment or Sexual Misconduct (including any individual who has made a report or filed a Formal Complaint), any Claimant, any Respondent, and any witness.

Wake Forest may report alleged Sexual Harassment and/or Sexual Misconduct to local law enforcement if warranted by the nature of the allegations at issue, and Wake Forest administrators will share information regarding alleged Sexual Harassment and/or Sexual Misconduct, as appropriate and necessary, in order to address and resolve the allegation(s) at issue, prevent the recurrence of similar Sexual Harassment and/or Sexual Misconduct, and address the effects of the Sexual Harassment and/or Sexual Misconduct. Additionally, information regarding alleged Sexual Harassment and/or Sexual Misconduct may be used as a statistical, anonymous report for data collection purposes under the Clery Act.

To comply with FERPA, Title IX, and other applicable laws and to provide an orderly process for the presentation and consideration of relevant information without undue intimidation or pressure, grievance processes carried out under this Policy are not open to the general public. Accordingly, documents prepared in connection with such processes; documents, statements, or other information introduced in interviews, meetings, and proceedings; and the final outcome letter may not be disclosed outside of those processes except as may be required or authorized by law.

As permitted by and subject to the limitations of FERPA, Wake Forest reserves the right to notify parent(s) or guardian(s) of a student Respondent of the outcome of any investigation involving that Respondent, redacting names of any other students who do not consent to the disclosure of their information. At the written request of a party, Wake Forest may include a party's advisor on communications and share access to documents, including the investigation report. This access is subject to the advisor's acknowledgment and agreement to maintain the confidentiality of the documents. While Wake Forest strongly encourages parties to maintain privacy in connection with a grievance process, Wake Forest does not prohibit parties from discussing the allegations under investigation or in any way inhibit the parties from gathering or presenting Relevant Evidence. In addition, Wake Forest's policy does not prohibit disclosure of the final outcome letter by either the Claimant or the Respondent. Parties are cautioned, however, that they remain subject to this Policy's prohibition against Retaliation.

## Steps in the Process

### I. Complaint Intake

When Wake Forest has Actual Knowledge of Sexual Harassment (or allegations thereof) against a person in the United States in its Education Program or Activity, Wake Forest is obligated to respond and to follow Title IX's specific requirements, which are addressed and incorporated in the Pre-Hearing Grievance Procedures and Hearing Procedures set forth in this Policy. Wake Forest will also follow these Pre-Hearing Grievance Procedures when Wake Forest has Actual Knowledge of Sexual Misconduct (or allegations thereof).

Promptly upon receiving allegations of Sexual Harassment against a person in the United States in Wake Forest's Education Program or Activity or upon receiving allegations of Sexual Misconduct, the Title IX Coordinator will contact the Claimant to discuss the availability of Supportive Measures with or without the filing of a Formal Complaint and to explain to the Claimant the process for filing a Formal Complaint

- To **Confidential Campus Resources** like the Office of the Chaplain, Student Health Services, and the University Counseling Center. Contact information may be requested or found at <http://titleix.wfu.edu/>.
- To an **Investigation** conducted in a prompt, fair, and impartial manner.
- To **Respond** to the Complainant's allegations.
- To a **Support Person** of their choosing during the process. A senior staff counselor from the University Counseling Center is available for support at a disciplinary hearing. A Respondent may also choose to be assisted at a hearing by an **Advisor** of their choice.
- To reasonable efforts to ensure the preservation of **Privacy** during the investigation under the Family Educational Rights and Privacy Act (FERPA).
- To reasonable **Supportive Measures**, such as a class schedule change, extensions of time on assignments, temporary housing (if available), and/or assistance in changing academic and living situations. In addition, no-contact orders may also be issued to prevent any contact, whether in person or indirectly, between the Respondent student and the Complainant.
- To request Adaptive Resolution of the matter. Both parties and the Title IX Coordinator can end the Adaptive Resolution Process at any time.
- To a fair **Formal Grievance Procedure**, upon completion of an investigation.
- To **Identify Witnesses** who may be interviewed during an investigation or who may be called to answer questions during a hearing.
- To reasonable **Accommodations** during the hearing, such as not being in the same room as the Complainant.

- To be **Notified in Writing** of the outcome of the hearing and, if applicable, the sanctions imposed.
- To **Appeal** the decisionmaker's determination within five days of the written decision.

The Title IX Coordinator or designated investigator will ensure that the Respondent receives these rights in writing.

## **B. Notice of Potential University Actions Against Student Groups or Organizations**

If it is determined that a report reveals involvement of, or a pattern of behavior by a particular student group or organization, the Title IX Coordinator may impose any appropriate remedial or protective measures contemplated by this policy in consultation with the relevant University officials. Such measures may include, but are not limited to, modification, suspension or termination of a student group's or organization's agreement or status with the University to the extent permitted by law and University policy.

## **II. Referral for Adaptive Resolution**

If, at any time prior to a responsibility determination by the hearing officer, the Title IX Coordinator determines that the matter is appropriate for Adaptive Resolution, the Title IX Coordinator will ask both parties if they wish to suspend the formal resolution process and engage in an Adaptive Resolution process to resolve the allegations without a hearing.

If both parties wish to engage in the Adaptive Resolution process and if the Claimant and the Respondent agree in writing to a resolution through the Adaptive Resolution process, then the Formal Complaint will be resolved without completion of the hearing and without any further rights of appeal by either party.

If the parties are unable to agree to a resolution through the Adaptive Resolution process, the Title IX Coordinator will continue the formal resolution process.

## **III. Formal Resolution Process (all campuses)**

Unless a Formal Complaint is dismissed or the parties elect to participate in the Adaptive Resolution process pursuant to Section VI below, following the investigation the appointed hearing officer will conduct a hearing in which they may question the Claimant, the Respondent, and any witnesses whose testimony the hearing officer deems relevant. During the hearing, the hearing officer and the parties may also question the investigator(s) about the investigative report.

### **A. Filing of a Formal Complaint**

A Formal Complaint means a document filed by a Claimant or signed by the Title IX Coordinator alleging Sexual Harassment and/or Sexual Misconduct against a Respondent and requesting that Wake Forest investigate the allegation(s). At the time of filing a Formal Complaint of Sexual Harassment, a Claimant must be participating in or attempting to participate in Wake Forest's Education Program or Activity. A Formal Complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail.

When the Title IX Coordinator believes that, with or without the Claimant's desire to participate in a grievance process, a non-deliberately indifferent response to the allegations or other applicable law requires an investigation, the Title IX Coordinator has the discretion to initiate the grievance process by signing a Formal Complaint. Where the Title IX Coordinator signs a Formal Complaint, the Title IX Coordinator is not a Claimant or otherwise a party under these Grievance Procedures. Furthermore, initiation of a Formal Complaint by the Title IX Coordinator is not sufficient alone to imply bias or that the Title IX Coordinator is taking a position adverse to the Respondent.

Once a Formal Complaint is initiated, a person who was allegedly harmed will be referred to as a "Claimant," and a person who allegedly caused harm will be referred to as a "Respondent."

### **B. Other Forms of Prohibited Conduct**

If a report also implicates other forms of conduct prohibited by the University (*e.g.*, Code of Conduct) and such conduct is not related to the allegations of sexual misconduct, the non-related conduct may be referred to the appropriate University office during or after the Sexual Misconduct allegation is resolved.

### **C. Presumption of Non-Responsibility and Participation of the Parties**

The investigation is a neutral fact gathering process. The Respondent is presumed to be not responsible; the presumption may be overcome only where there is sufficient evidence by a preponderance of evidence to support a finding that the Respondent is responsible for violating this policy.

### **D. Timing**

Wake Forest will make reasonable effort to ensure that the investigation and resolution of a Formal Complaint occurs in as timely and efficient a manner as possible. The timelines set forth in these Grievance Procedures are guidelines and may be altered for good cause with written notice to the Claimant and the Respondent of any delay or extension and the reasons for the action. Good cause may include, but is not limited to, considerations such as the absence of a party, a party's advisor, or a witness;

concurrent law enforcement activity; natural disasters, pandemic restrictions, and similar occurrences; or the need for language assistance or accommodation of disabilities.

Wake Forest will strive to complete its investigation and resolution of a Formal Complaint (not including an appeal, if applicable) within 120 days of the receipt of the Formal Complaint, absent extenuating circumstances. Hearings generally will take place within 30 days of the conclusion of the investigation. Within fourteen days of the conclusion of the hearing, both the Claimant and the Respondent will receive a final outcome letter.

Either party may request an extension of any deadline by providing the Title IX Coordinator or Investigator with a written request for an extension that includes reference to the duration of the proposed extension and the basis for the request. The Title IX Coordinator will review the request and will make a determination with regard to the request within five days.

#### **E. Overview of Investigation**

Upon receipt of the Formal Complaint, the investigator(s) will promptly begin their investigation, taking such steps as interviewing the Claimant, the Respondent, and witnesses (including expert witnesses, where applicable); summarizing such interviews in writing (or, alternatively, providing access to audio recordings or transcripts of such interviews); collecting and reviewing relevant documents; visiting, inspecting, and taking or reviewing photographs of relevant sites; and collecting and reviewing other Relevant Evidence.

The investigator(s) will prepare a written investigative report that fairly summarizes Relevant Evidence and includes items such as the Formal Complaint, written statements of position, summaries or transcripts of all interviews conducted, photographs, descriptions of Relevant Evidence, and summaries or copies of relevant electronic records.

Prior to the completion of the investigative report, the investigator(s) will send or make available to each party and the party's advisor, if any, an electronic or hard copy of any evidence obtained during the investigation that is directly related to the allegations raised in the Formal Complaint, including (1) any evidence upon which Wake Forest does not intend to rely in reaching a determination regarding responsibility; and (2) both inculpatory and exculpatory evidence.

The parties have ten days from the time that the evidence is provided to submit to the investigator(s) a written response to the evidence. In the response, the parties may address the relevancy of any evidence that the parties believe should be included in or excluded from the investigative report and may also address any further investigation activities or questions that they believe are necessary. If a party wishes

to submit additional evidence at this stage, they should explain how the evidence is relevant and why it was not previously provided.

The investigator(s) will review and consider the parties' written submissions and may conduct additional investigative activities as appropriate prior to finalizing the investigative report. In the event the additional investigative activities result in new evidence, the investigator(s) will make available this new evidence to each party and the party's advisor in accordance with the process described above. The parties will have ten days from the time that the new evidence is provided to submit to the investigator(s) a written response to the evidence

At least ten days prior to the hearing, the investigators will send an electronic or hard copy of the investigative report to each party and the party's advisor, if any. Any response a party wishes to make to the investigative report may be included in that party's pre-hearing statement.

Due to the sensitive nature of the investigative report, neither the parties nor their advisors may copy, publish, photograph, print, image, record or in any other manner duplicate the report. Parties who violate these restrictions may be disciplined, and advisors who violate these restrictions may be disciplined and/or be barred from further participation in the grievance process.

Unless a Formal Complaint is dismissed or the parties elect to participate in the Adaptive Resolution process pursuant to Section VI below, following the investigation the appointed hearing officer will conduct a hearing in which they may question the Claimant, the Respondent, and any witnesses whose testimony the hearing officer deems relevant. During the hearing, the hearing officer and the parties may also question the investigator(s) about the investigative report.

## **F. Title IX Sexual Harassment Hearing Procedures**

### **1. Hearing Officer**

The Title IX Coordinator will appoint a hearing officer, who will administer the hearing, serve as the decision-maker regarding responsibility, and (as applicable) recommend sanctions. The hearing officer may be a Wake Forest employee or non-employee. The Title IX Coordinator will contemporaneously share the hearing officer's name and contact information with the Claimant and the Respondent. The Title IX Coordinator will provide to the hearing officer the Formal Complaint, all evidence directly related to the allegations, the parties' written responses to the evidence, and the investigative report.

Within two days of such appointment, the Claimant or the Respondent may identify to the Title IX Coordinator in writing any alleged conflicts of interest or bias on the part of the hearing officer. The



Title IX Coordinator will carefully consider such statements and will promptly assign a different hearing officer if the Title IX Coordinator determines that a material conflict of interest or material bias exists.

The hearing will be conducted with parties in separate rooms, using technology to ensure that each party can see and hear any party or witness answering questions. At the discretion of the hearing officer, the hearing may be conducted partially or entirely remotely, with any or all participants participating virtually.

The Claimant and the Respondent will have equal opportunity to address the hearing officer with an opening statement, if desired, and both the hearing officer and the parties' advisors will have the opportunity to question the other party and any witnesses, including investigators and expert witnesses. Following any opening statements, the hearing officer will first ask any questions of each party and each witness through direct examination. After the hearing officer has completed direct examination, the advisor for the Claimant will have an opportunity to conduct a cross-examination of the Respondent, and afterwards, the advisor for the Respondent will have the opportunity to conduct cross-examination of the Claimant. The hearing officer will determine the order of witnesses and questioning of the witnesses by the advisors for the parties. Any questions that a party has for a witness or the other party must be posed by the party's advisor. A party's advisor will not have the opportunity to question the party for whom they serve as advisor.

Before a party or witness answers a cross-examination question, the hearing officer will determine whether the question is Relevant and allowed under this Policy. The hearing officer will explain any decision to exclude a question.

Members of the Wake Forest community are expected to provide truthful testimony, and any member of the Wake Forest community who knowingly provides false information or testimony during this process is subject to discipline.

## **2. Determination of Responsibility by a Hearing Officer**

Following the hearing, the hearing officer will determine whether the evidence establishes that it is more likely than not that the Respondent committed Sexual Harassment or, in the context of a Complex Case, otherwise violated this Policy or other Wake Forest policies. The hearing officer will render a finding of "Responsible" or "Not Responsible" and will provide the rationale for the decision. If the Respondent is found "Responsible," the hearing officer will specify the specific type(s) of conduct for which the Respondent is found "Responsible" (for example, Sexual Assault, Stalking, etc.). When feasible, the hearing officer will orally communicate the finding of "Responsible" or "Not Responsible" to the parties on the day of or day following the hearing.

### **3. Sanctions**

If the hearing officer determines that the Respondent is “Responsible,” the hearing officer will provide findings of fact in support of the hearing officer’s determination and the rationale for the determination to the Title IX Coordinator. The Title IX Coordinator will then provide this information to the appropriate Sanctions Officer. The Sanctions Officer will determine the sanction(s) to be imposed.

In determining sanctions, the Sanctions Officer will consider: (a) the nature and severity of the misconduct; (b) whether a sanction will bring an end to, prevent a recurrence of, or remedy the effects of the Sexual Harassment; (c) the impact of separating a student from their education; and (d) any prior disciplinary history of a Respondent. In addition, the Sanctions Officer may consider aggravating or mitigating factors. The appropriate sanctions for Sexual Assault generally will include at a minimum a period of separation from Wake Forest. The Sanctions Officer will also consult with the Title IX Coordinator regarding Wake Forest’s history of sanctions in similar cases.

Sanctions for Respondents who are employees may include, but are not limited to, a written warning, withholding a promotion or pay increase, reassigning employment, terminating employment (including loss of tenure), temporary suspension without pay, compensation adjustments, completion of an intervention or training program, and/or completion of violence risk assessment.

Sanctions for Respondents who are students may include, but are not limited to, expulsion or suspension from Wake Forest, disciplinary probation, social restrictions, parental notification, education sanctions (such as community service, reflection paper(s), and/or fines) expulsion or suspension from University housing, suspension or revocation of admission, and/or withholding or revocation of a degree(s).

### **4. Appeals**

The Sanctions Officer will forward their sanctions determination to the Title IX Coordinator, who will share it with the hearing officer for inclusion in the final outcome letter

The Claimant or the Respondent may appeal the decision of the hearing officer regarding responsibility and/or the sanction(s) imposed on the Respondent.

The following are the only permissible grounds for an appeal of the hearing officer’s responsibility determination: (1) procedural irregularity that affected the outcome; (2) new evidence that was not reasonably available at the time of the determination and that could affect the outcome; and (3) the Title IX Coordinator, an investigator, or the hearing or sanctions officers had a conflict of interest or bias that affected the outcome.

Sanctions may only be appealed on the ground that the severity is incommensurate to the gravity of the Sexual Harassment for which the Respondent was found responsible.

Appeals must be submitted in writing to the Title IX Coordinator within five days from the date of the final outcome letter. The Title IX Coordinator will promptly inform the other party of the filing of the appeal. The other party will have three days from such notification to submit a written response to the appeal.

### ***University-Initiated Protective Measures***

In addition to those protective measures previously described the Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include but are not limited to: a University order of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures may constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Wake Forest University.

## **G. Non-Title IX Sexual Misconduct Hearing Procedures for Student-Respondents**

### **1. Hearing Board**

Wake Forest's Sexual Misconduct Hearing Board is composed of faculty and staff who have received training. When a request for a Sexual Misconduct Hearing is made, the Title IX Coordinator, or designated investigator, will select a Chairperson in addition to a three-member Hearing Panel from the Sexual Misconduct Hearing Board to determine whether the Respondent is responsible for Sexual Misconduct that is prohibited by this Policy

Arrangements for the Hearing. Arrangements may be made for the Claimant and/or the Respondent who do not wish to be in the hearing room with the opposing party at the same time. This accommodation may include audio conferencing or video conferencing. All accommodation requests must be made to the Title IX Coordinator at least three (3) calendar days in advance of the hearing. A hearing may also be held remotely at the discretion of the Title IX Coordinator or the Chairperson

Role of Advisors and Support Persons. Claimants and Respondents may each have one advisor and one support person of their choosing at the hearing, but the roles of the advisor and the support person are strictly limited to providing advice and/or support to the Claimant and the Respondent. Advisors and support persons are prohibited from directly asking questions, arguing, or presenting information or

evidence during the hearing. Advisors and support persons may be removed from the hearing at the direction and at the discretion of the Chairperson if the advisor and/or support person(s) disrupt the hearing.

**Investigation Summary:** The Title IX investigator assigned to the complaint will provide a brief summary of the allegations. Following the summary, the Hearing Panel may ask questions to the Title IX investigator. Claimant and Respondent may submit questions to the Chairperson in writing, for the Hearing Panel to then ask the Title IX investigator, which the Chairperson may choose to rephrase or omit.

## **2. Complainant's Case**

Complainant has the option, but is not required, to provide a brief verbal or written opening statement setting forth the charges alleged. If the opening statement is written, the Hearing Chairperson may, in its discretion, read it out loud upon request by the Complainant. Following an opening statement, Complainant may present evidence by being available for questioning by the Hearing Panel; may request the Hearing Panel to call his/her witnesses; and may submit questions in writing to the Chairperson for the Hearing Panel to ask, which the Chairperson may choose to rephrase or omit.

Once the Hearing Panel has completed its questioning, the Respondent may submit written questions to the Chairperson to consider and if deemed relevant and not otherwise redundant, submit to the Hearing Panel.

## **3. Respondent's Case**

Respondent has the option, but is not required, to provide a brief verbal or written opening statement setting forth Respondent's reply to the charges alleged. If the opening statement is written, the Hearing Chairperson may read it out loud upon request of the Respondent. No questions may be asked during the opening statements. Following the opening statement, Respondent may present evidence by being available for questioning by the Hearing Panel; may request the Hearing Panel to call his/her witnesses; and may submit questions in writing to the Chairperson for the Hearing Panel to ask, which the Chairperson may choose to rephrase or omit.

Once the Hearing Panel has completed its questioning, the Complainant may submit written questions to the Chairperson to consider and, if deemed relevant and not otherwise redundant, submit to the Hearing Panel.

## **4. Deliberations**

Once the statements have been completed, the parties will be dismissed, and the Hearing Panel will begin its deliberations. The Hearing Panel shall evaluate the evidence and decide, based on a preponderance of the evidence, whether the Respondent is responsible for violating the University's Student Sexual Misconduct and Sexual Discrimination Policy. Once the Panel has reached a decision, the parties will be notified simultaneously in writing of the Panel's decision.

## **5. Sanctions**

If there is a finding of responsibility, the Hearing Panel will, in consultation with the Dean of Students in the College or relevant School or their respective designee, determine the sanctions to be imposed. Sanctions for a finding of responsibility depend on the nature and the gravity of the Sexual Misconduct. Sanctions may include, but are not limited to, expulsion or suspension from Wake Forest, disciplinary probation, social restrictions, parental notification, education sanctions (such as community service, reflection paper(s), and/or fines) expulsion or suspension from campus housing, suspension or revocation of admission, and/or withholding or revocation of a degree(s). Sanctions imposed by the Hearing Panel will remain in effect pending the outcome of any appeal process.

Within fourteen days after the hearing, the Hearing Chairperson will issue a determination letter through the Title IX Coordinator to the Respondent and Claimant simultaneously. The determination letter will (1) name the Respondent; (2) identify the allegations potentially constituting Sexual Misconduct; (3) provide a summary of the findings of fact in support of the Hearing Panel's determination; and (4) provide a statement of rationale for the responsibility determination and any sanctions

## **J. Non-Title IX Sexual Misconduct Administrative Grievance Procedures For Employee-Respondents**

### **1. Adaptive Resolution**

If, at any time prior to a responsibility determination by the hearing officer, the Title IX Coordinator determines that the matter is appropriate for Adaptive Resolution, the Title IX Coordinator will ask both parties if they wish to suspend the formal resolution process and engage in an Adaptive Resolution process to resolve the allegations without a hearing. Adaptive Resolution will not be available when a Claimant is a student and a Respondent is an employee.

If both parties wish to engage in the Adaptive Resolution process and if the Claimant and the Respondent agree in writing to a resolution through the Adaptive Resolution process, then the Formal Complaint

will be resolved without completion of the hearing and without any further rights of appeal by either party.

If the parties are unable to agree to a resolution through the Adaptive Resolution process, the Title IX Coordinator will continue the formal resolution process.

## **2. Sexual Misconduct Review Committee**

The administrative grievance process will be managed by a three-person panel comprised of members of the Sexual Misconduct Review Committee (“SMRC”). The SMRC will be composed of three faculty members, three staff members, and three members of the Wake Forest administration. Members of the SMRC will be appointed by the President, or his/her designee. For faculty members, the Committee on Academic Freedom and Responsibility will nominate five faculty members and the President or his/her designee will select two from among the five nominees.

The panel appointed by the Title IX Coordinator to determine responsibility shall consist of at least one faculty member if the Respondent is a faculty member, at least one staff member if the Respondent is a staff member, and an administrator. Members of SMRC are required to attend annual training as determined by the Title IX Coordinator

Review Process. Unless a Formal Complaint is dismissed or the parties elect to participate in the Adaptive Resolution process pursuant to Section VI below, the panel will conduct an administrative review in accordance with this process.

The Title IX Coordinator or assigned investigator(s) will provide a copy of the written investigative report to the panel. The investigator(s) will be available to conduct such further investigation as the panel deems appropriate or to answer questions from the panel. The Claimant and the Respondent will also be provided the option to appear before the panel to present a statement if they so choose. In addition, if the panel, in its discretion, desires to interview the Claimant, the Respondent, or any witness, it may do so. Such interviews will be conducted with only the person interviewed will be present (other than a support person or advisor). In the interviews, the panel may make such inquiries as it determines will assist in determining whether the Respondent violated the Policy. Decisions regarding Relevant Evidence will be determined by the panel.

Panel Determination. The panel will review the investigative report along with any other information it gathers to determine whether a violation of this Policy has occurred. The panel’s determination will be based on facts that a majority of the panel believes are more likely than not to be true. The panel will prepare a determination letter within fourteen days stating the evidence that was considered, how conflicting evidence was resolved, the panel’s determination of whether the Respondent violated the

Policy, and the facts that form that basis of the panel's determination. The Title IX Coordinator will simultaneously convey the findings in writing to the Claimant and the Respondent.

If the panel determines that the Respondent violated this Policy, the panel will make a sanctions recommendation and the matter (including the determination letter and sanctions recommendation) will be referred by the Title IX Coordinator to a staff member designated by the Chief Human Resources Officer (if a staff employee is found to have violated this Policy) or to a faculty member designated by the Provost (if a faculty member is found to have violated this Policy). The designee of the Chief Human Resources Officer or the designee of the Provost will consult with the Respondent's Department Head, Dean, or Vice President for a determination regarding the sanction that will be imposed taking into consideration the recommendation of the panel. Sanctions imposed on faculty members or staff employees who have been found to be in violation of this Policy shall be commensurate with the severity and/or frequency of the conduct and shall be intended to adequately and sufficiently prevent the same or similar conduct by the faculty member or staff employee in the future. Corrective or disciplinary action imposed on student-employees may also affect the student-employee's status as a student at Wake Forest. The Title IX Coordinator will then issue a written sanctions determination letter to the Claimant and the Employee. A sanction to revoke the tenure of a faculty member will be addressed in accordance with the University's Procedure for the Dismissal of Tenured Faculty Members.

### **3. Appeals**

The Claimant or the Respondent may appeal the decision of the Hearing Panel regarding responsibility and/or the sanction(s) imposed on the Respondent.

The following are the only permissible grounds for an appeal of the Hearing Panel's responsibility determination: (1) procedural irregularity that affected the outcome; (2) new evidence that was not reasonably available at the time of the determination and that could affect the outcome; and (3) the Title IX Coordinator, an investigator, or the hearing officer had a conflict of interest or bias that affected the outcome.

Sanctions may only be appealed on the ground that the severity is incommensurate to the gravity of the Sexual Misconduct for which the Respondent was found responsible.

Appeals must be submitted in writing to the Title IX Coordinator within five days from the date of the determination letter. The Title IX Coordinator will promptly inform the other party of the filing of the appeal. The other party will have three days from such notification to submit a written response to the appeal.

## **K. Prior Sexual History**

Evidence of and questions about the Claimant's sexual predisposition or prior sexual behavior are not relevant and will not be permitted at the hearing, with the following exceptions: (1) if the questions and evidence about the Claimant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Claimant; or (2) if the questions and evidence concern specific incidents of the Claimant's prior sexual behavior with respect to the Respondent and are offered in an effort to prove Consent.

Evidence regarding the Respondent's past sexual activity (regardless of whether the Respondent was formally investigated or found responsible for such conduct) may be permitted to show that the Respondent has engaged in a pattern of behavior similar to the alleged Sexual Harassment at issue before the hearing officer, provided that the Respondent has not been found "not responsible" by Wake Forest in a proceeding related to such conduct.

## **L. Support Person and Advisor**

The Claimant and the Respondent may be accompanied to any meeting or proceeding under this Policy by the advisor of their choice, who may be, but is not required to be, an attorney. Wake Forest will not limit the choice or presence of the advisor for either the Claimant or the Respondent. Advisors, however, are not allowed to disrupt any meeting or proceeding or to speak on behalf of the Claimant or the Respondent, with the exception of cross-examination during a Title IX hearing, which must be conducted by an advisor and never personally by the Claimant or the Respondent.

Parties must provide the name and contact of their advisor to the Title IX Coordinator in writing as soon as reasonably possible and must provide updated information if their advisor changes. All advisors will be required to assent to Wake Forest's Expectations for Advisors.

If a party does not have an advisor present at a Title IX hearing, Wake Forest will provide, without any charge to that party, an advisor of Wake Forest's choice who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party. In such circumstances, the hearing may be postponed until Wake Forest can provide an advisor to be available at the hearing.

The Claimant and the Respondent may not be accompanied by more than one advisor during meetings or proceedings. The Claimant and Respondent may be accompanied by a support person of their choice during meetings, but such support person will not be permitted in a hearing conducted under Section III of this Policy. A support person is permitted at hearings conducted under Section IV of this Policy.



The support person will not be allowed to disrupt any meetings or procedures and may not speak on behalf of a party.

#### **M. Emergency Removal or Administrative Leave**

Wake Forest may remove a Respondent from Wake Forest's Education Program and/or Activity on an emergency basis, provided that Wake Forest first undertakes an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment justifies removal, provides the Respondent with notice and an opportunity to challenge the decision immediately following the removal, and does so in accordance with Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act, as applicable.

Additionally, Wake Forest may place a non-student employee Respondent on administrative leave during the pendency of Wake Forest's response to allegations of Sexual Harassment provided that it does so in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

#### **Wake Forest University Sex and Gender Discrimination and Harassment Policy and Title IX Sexual Harassment & Non-Title Sexual Misconduct Grievance Procedures**

This Policy applies to allegations of Sexual Harassment and Sexual Misconduct made by or against a student or an employee of Wake Forest or a third party, regardless of sex, sexual orientation, sexual identity, gender expression, or gender identity. Allegations of Sexual Harassment and Sexual Misconduct made by or against a student or employee of Wake Forest University Baptist Medical Center, Wake Forest University Health Sciences, or Wake Forest University School of Medicine will be addressed under the Wake Forest University Baptist Medical Center Sex and Gender Discrimination and Harassment Policy and Grievance Procedures.

The Title IX Sexual Harassment Pre-Hearing and Hearing Grievance Procedures apply only to allegations of Sexual Harassment in Wake Forest's Education Program or Activity (as defined herein), and to alleged Sexual Misconduct (if any) arising from the same facts and circumstances as the allegations of Sexual Harassment. The Sexual Misconduct Pre-Hearing and Applicable Hearing and Administrative Grievance Procedures will apply to allegations of Sexual Misconduct and, at the direction of the Title IX Coordinator, to related allegations of Retaliation. Allegations of Retaliation that do not occur within the context of an existing investigation or hearing will be determined by the Title IX Coordinator following an investigation.

This Policy prohibits discrimination, harassment, and misconduct on the basis of sex and gender. **As used in this policy, the term “sex” includes birth/biological sex and sexual orientation, and gender includes gender identity and expression.** Wake Forest strongly encourages the prompt reporting of, and is committed to timely and fair resolution of, complaints of sex and gender discrimination, harassment, and misconduct.

Sexual Harassment, as defined by Title IX and in this Policy, is a specific type of sex discrimination/harassment that includes Sexual Assault, Dating Violence, Domestic Violence, and Stalking and that Wake Forest addresses, as required by Title IX, using its Pre-Hearing and Hearing Grievance Procedures in Sections II and III of this Policy.

This Policy also prohibits Retaliation, as defined by Title IX and in this Policy. Complaints alleging Retaliation may be filed with the Title IX Coordinator and, at the discretion of the Title IX Coordinator, may be addressed under Wake Forest’s Pre-Hearing and Hearing Grievance Procedures set forth below or other grievance procedures adopted by Wake Forest.

Sexual Misconduct, as defined by Wake Forest in this Policy, is addressed using the Pre-Hearing Grievance Procedures and Hearing Grievance Procedures in Sections II and IV of this Policy for student-respondents and the Pre-Hearing Grievance Procedures and Administrative Grievance Procedures in Sections II and V of this Policy for employee-respondents.

Additionally, Wake Forest presumes that individuals who file a Formal Complaint do so in good faith; however, any individual who knowingly files a false Formal Complaint or who interferes with a Wake Forest grievance process may be subject to disciplinary action. Interference with a grievance process may include, but is not limited to, preventing or attempting to coerce, compel, or prevent an individual from providing testimony or relevant information; removing, destroying, or altering documentation relevant to an investigation; or providing false or misleading information to Wake Forest officials who are involved in the investigation and/or resolution of a Formal Complaint, or encouraging others to do so. The outcome of a hearing process does not mean, in and of itself, that an individual knowingly filed a false Formal Complaint or that a determination regarding responsibility alone is sufficient to conclude that an individual made a materially false statement in bad faith.

## **Wake Forest Baptist Medical Center and School of Medicine Harassment Policy**

This Policy applies to allegations of Sexual Harassment made against a student or an employee of WFBH or a third party and allegations of Sexual Misconduct made against a student, regardless of sex, sexual orientation, sexual identity, gender expression, or gender identity. Allegations of sex discrimination and harassment made against a student or employee of Wake Forest University will be addressed under the Wake Forest University Sex and Gender Discrimination and Harassment Policy and Grievance Procedures.

The Title IX Sexual Harassment Pre-Hearing and Hearing Grievance Procedures apply only to allegations of Sexual Harassment in an Education Program or Activity (as defined herein), and to alleged Sexual Misconduct (if any) arising from the same facts and circumstances as the allegations of Sexual Harassment. The Sexual Misconduct Pre-Hearing and Hearing Grievance Procedures will apply to allegations of Sexual Misconduct made against students and, at the direction of the Title IX Coordinator, to related allegations of Retaliation. Allegations of Retaliation that do not occur within the context of an existing investigation or hearing will be determined by the Title IX Coordinator following an investigation. Allegations of sexual harassment and sexual misconduct that are not made against employees and that are not covered under the scope of this Policy will be addressed in accordance with the Wake Forest Baptist Medical Center Harassment Policy.



**We're here when you need support.** The Safe Office provides confidential support for those who have or are experiencing interpersonal violence (including but not limited to sexual harassment, sexual assault, relationship violence, and stalking).

Safe Office Day Staff:

- Stephanie DeAngelis: Counselor/Advocate, Ed.S, LCMCH-A, [duistes@wfu.edu](mailto:duistes@wfu.edu)
- Bethany Miller: Counselor/Advocate, MSW, LCSW, [millerb@wfu.edu](mailto:millerb@wfu.edu)
- Emily Palmieri: Director, PhD, LCMHC-S, NCC, [palmieet@wfu.edu](mailto:palmieet@wfu.edu)

We support survivor led journeys to validate all experiences (whether recent or in the past). Some of our support options include:

- Confidential crisis response
  - 24/7 helpline services during fall and spring semesters 336.758.5285\*
  - Safety planning
  - Review medical and legal options
  - Build coping skills
  - Referrals to other services, as needed and appropriate
  - Consultations/support for faculty, staff, or other campus members who have received a disclosure of interpersonal violence or are supporting a student who has experienced interpersonal violence
- Individual and group counseling
- Information about reporting options and rights
- Accompaniments/advocacy services to academic advising, police, student health, Title IX, community resources and anywhere else needed
- Psychoeducation about trauma

*\*Helpline number is available over the summer, with options to be connected immediately to a University Crisis Counselor or to leave a non-urgent message if Safe Office staff are unavailable.*

Co-lead and partner on interpersonal violence prevention efforts across campus:

- Culture of Respect (CORE): a university-wide initiative to address interpersonal violence through ongoing organizational and community change made up of numerous “pillars”

(survivor support, clear policies, multi-tiered education, public disclosure, campus-wide mobilization, and self-assessment)

- Advise PREPARE peer education student group
- Sexual Assault Awareness Month (April) and Domestic Violence Awareness Month (October) events
- Support New Deac Week Culture of Respect training for incoming freshmen about consent and interpersonal violence resources on campus and Bystander Intervention trainings

Please reach out if we can support you or someone you know:

- For urgent needs, please call 336.758.5285 and press 1
- To schedule an appointment, please call 336.758.5285 and press 2, or e-mail [safe@wfu.edu](mailto:safe@wfu.edu)
- For more information about how to get involved with our office, questions about services, or general inquiries, contact us at [safe@wfu.edu](mailto:safe@wfu.edu) (non-urgent email). Check out our website <https://safeoffice.wfu.edu/> for updates on services and additional resources!

## Crime statistics

### **NOTE: the following definitions apply to all crime charts in this report**

**On Campus** = Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Non-Campus** = Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**Public Property** = All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

**Residential Facilities** = Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

**Arrests** = Those persons arrested and released without a formal charge being placed against them. (An arrest has occurred when a law enforcement officer detains an adult with the intention of seeking charges against the individual for a specific offense(s) and a record is made of the detention.) • Juveniles taken into custody or arrested but merely warned and released without being charged. A juvenile should be counted as "arrested" when the circumstances are such that if the individual were an adult, an arrest would have been counted. • Any situation where a young person, in lieu of actual arrest, is summoned, cited or notified to appear before the juvenile or youth court, or similar official for a violation of the law. • Only violations by young person's where some police or official action is taken beyond a mere interview, warning or admonishment.

**Referred for Disciplinary Action** = The referral of any person to any official who initiates a disciplinary action of which a record is established, and which may result in the imposition of a sanction.

**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 with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

**Domestic Violence** = A felony or misdemeanor crime of violence committed • by a current or former spouse or intimate partner of the victim. • by a person with whom the victim shares a child in common. • by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner. • by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; • by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Stalking** = Engaging in a course of conduct directed at a specific person that would cause a reasonable person to • fear for the person's safety or the safety of others; or • suffer substantial emotional distress.

**Unfounded** = A Clery Act crime; • reported to have occurred on Clery Act geography; • thoroughly investigated by sworn or commissioned law enforcement personnel; and • found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

**Hate Crime** = is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Under the Clery Act, the following categories of bias are reported: race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability. Hate crimes are reported for the following crimes: Murder, Non-negligent Manslaughter, Sex Assault, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property, and any other crime involving bodily injury.

## Reportable Clery Act Crimes

The following Reynolda Campus tables and subsequent Hate Crimes paragraph lists the reportable Clery Act Crimes, within Wake Forest University's Clery Geography, for all campuses.

**WFU REYNOLDA CAMPUS**  
(Winston-Salem, North Carolina)  
**CRIME STATISTICS**

	On Campus			Residential Facility			Non-Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	8	2	5	7	2	4	0	0	0	0	0	0
Fondling	4	2	9	3	2	6	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	1	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	4	0	0	1	0	0	0	0	0	1
Burglary	10	3	4	9	2	2	0	0	0	0	0	0
Motor Vehicle Theft	8	2	9	0	0	0	0	0	0	0	0	0
Arson	0	0	1	0	0	1	0	0	0	0	0	0

**UNFOUNDED**

There were no unfounded crimes in 2019 and 2 in 2020. They were for a burglary and motor vehicle theft. Both cases were unfounded by the Wake Forest University Police. There was 1 in 2021 and that was for a reported motor vehicle theft. The crime was unfounded by the Wake Forest University Police.



## ARRESTS AND REFERRALS (To the campus Judicial Office)

Arrests	On Campus			Residential Facility			Non-Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0	0	0	0	1	0	0
Drug Law Violation	0	3	1	0	0	1	0	0	0	0	0	1
Liquor Law Violation	8	5	23	3	2	4	0	0	0	0	1	1

(2) Includes citations

Referrals	On Campus			Residential Facility			Non-Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	46	56	17	42	55	17	0	0	0	0	0	0
Liquor Law Violation	403	544	394	375	533	375	0	0	2	1	0	0

	On Campus			Residential Facility			Non-Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
Domestic Violence	1	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	1	0	0	1	0	0	0	0	0	0
Stalking	0	2	10	0	0	3	0	0	0	0	0	1

## HATE CRIMES

No hate crimes were reported to the WFU Police in 2019 or 2020. We had 1 in 2021 which was a report of intimidation based on sexual orientation.

## WAKE DOWNTOWN

(Winston-Salem, NC)

### CRIME STATISTICS

There are no Residential Facilities or Non-Campus property associated with this campus.

	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	0	1	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0

\* After further review of the 2020 cases, a determination was made that a robbery occurred on-campus.

### ARRESTS AND REFERRALS (To the campus Judicial Office)

Arrests	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0
Drug Law Violation	0	0	1	0	0	0
Liquor Law Violation	0	0	0	0	0	0

Referrals	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0

\* Includes citations issued for the listed crime.

	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	2	0	0	0

## UNFOUNDED

There were no unfounded reports in 2019 or 2020. In 2021, there were two unfounded crimes. One was regarding an alleged fondling and the other was regarding an alleged aggravated assault. Both incidents were unfounded by the Winston-Salem Police Department.

## HATE CRIMES

No hate crimes were reported to the police during 2019, 2020, or 2021

**BROOKSTOWN**  
(Winston-Salem, North Carolina)  
**CRIME STATISTICS**

There are no Residential Facilities or Non-Campus property associated with this campus.

	On Campus			Public Property		
<b>Incident</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0

**UNFOUNDED**

There were no unfounded reports in 2019, 2020, or 2021.

**HATE CRIMES**

No hate crimes were reported to the police during 2019, 2020, or 2021.

**ARRESTS AND REFERRALS (To the campus Judicial Office)**

Arrests	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0

\* Includes citations issued for the listed crime.

Referrals	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0

	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0

# WAKE CHARLOTTE

(Charlotte, North Carolina)

## CRIME STATISTICS

There are no Residential Facilities or Non-Campus property associated with this campus.

Incident	On Campus			Public Property		
	2019	2020	2021	2019	2020	2021
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	0	0	1	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0

### UNFOUNDED

There were no unfounded reports in 2019, 2020, or 2021.

### HATE CRIMES

No hate crimes were reported to the police during 2019, 2020, or 2021.

## ARRESTS AND REFERRALS (To the campus Judicial Office)

Arrests	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0

\* Includes citations issued for the listed crime.

Referrals	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0

	On Campus			Public Property		
Incident	2019	2020	2021	2019	2020	2021
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0

## Study Away Programs

Any reports of criminal activity should be reported to the university police after local law enforcement has been contacted. While on any study abroad/study away, with Wake Forest University, all Student Conduct and Title IX policies and procedures remain in effect while away. Additionally, all university resources are available to students while on their program.

### **Title IX Office**

336-758-7258

[titleixcoordinator@wfu.edu](mailto:titleixcoordinator@wfu.edu)

Reynolda Hall 307

### **Safe Office**

336-758-5285

[safe@wfu.edu](mailto:safe@wfu.edu) (non-urgent)

Reynolds Gym – Bottom Floor

### **Wake Forest University Police**

336-758-5911 (emergency)

336-758-5991 (non-emergency)

[dispatch@wfu.edu](mailto:dispatch@wfu.edu)

104 Alumni Hall

### **Center for Global Programs and Studies**

336-758-5938

[studyabroad@wfu.edu](mailto:studyabroad@wfu.edu)

Reynolda Hall 116



## Crime Statistics

The following table contains statistics for the Worrell House, Flow House, Casa Artom, Cambridge Instep, Copenhagen, Santiago, Salamanca

	On Campus			Residential Facility			Public Property		
<b>Incident</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0

### ARRESTS AND REFERRALS (To the campus Judicial Office)

Arrests	On Campus			Residential Facility			Public Property		
<b>Incident</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Weapons Law Violation	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0	0	0	0

\* Includes citations issued for the listed crime.

Referrals	On Campus			Residential Facility			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0	0	0	0

	On Campus			Residential Facility			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

## UNFOUNDED

There were no unfounded reports in 2019, 2020, or 2021.

## HATE CRIMES

There were no hate crimes reported in 2019, 2020, or 2021

# BARCELONA

(Barcelona, Spain)

## CRIME STATISTICS

Note: The locations at this campus were reevaluated for accuracy in early 2021, so some information is different than previously reported.

	On Campus			Residential Facility			Non-Campus Property			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	1	0	0	1	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2	0	0	0	0	0	2	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0

Note: Barcelona Police reported that 1 “Injuries” occurred on November 15, 2020, at Diagonal 345; however, we can’t determine whether it was an aggravated or simple assault, so it’s not in the table above.

Note: Barcelona Police reported that 1 “Injuries” occurred on January 6, 2019, at Valencia 477; however, we can’t determine whether it was an aggravated or simple assault, so it’s not in the table above.

## ARRESTS AND REFERRALS (To the campus Judicial Office)

Arrests	On Campus			Residential Facility			Non-Campus Property			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	1	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0	0	0	0	0	0	0

\* Includes citations issued for the listed crime.

Referrals	On Campus			Residential Facility			Non-Campus Property			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0	0	0	0	0	0	0

	On Campus			Residential Facility			Non-Campus Property			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
Domestic Violence	2	0	0	1	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

## UNFOUNDED

There were no unfounded reports in 2019, 2020, or 2021.

## HATE CRIMES

No hate crimes were reported to the police during 2019, 2020, or 2021.

# LONDON INSTEP

(London, England)

## CRIME STATISTICS

There is no Non-Campus property associated with this campus.

	On Campus			Residential Facility			Public Property		
<b>Incident</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0

## ARRESTS AND REFERRALS (To the campus Judicial Office)

Arrests	On Campus			Residential Facility			Public Property		
<b>Incident</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Weapons Law Violation	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0	0	0	0

\* Includes citations issued for the listed crime.

Referrals	On Campus			Residential Facility			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0	0	0	0
Drug Law Violation	8	0	0	8	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0	0	0	0

	On Campus			Residential Facility			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Note: Crime statistics were requested from the London Police Department; however, the response received did not include anything that could adequately assist in answering the tables above.

## HATE CRIMES

No hate crimes were reported to the police during 2019, 2020, or 2021.

## UNFOUNDED

No crimes were unfounded in 2019, 2020, or 2021.

# WAKE WASHINGTON

(Washington, D.C.)

## CRIME STATISTICS

There are no Residential Facilities associated with this campus.

	On Campus			Non-Campus Property			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	1
Arson	0	0	0	0	0	0	0	0	0

## ARRESTS AND REFERRALS (To the campus Judicial Office)

Arrests	On Campus			Non-Campus Property			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0	0	0	1
Drug Law Violation	0	0	0	0	0	0	0	0	1
Liquor Law Violation	0	0	0	0	0	0	0	0	0

\* Includes citations issued for the listed crime.

Referrals	On Campus			Non-Campus Property			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021
Weapons Law Violation	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0	0	0	0

	On Campus			Non-Campus Property			Public Property		
Incident	2019	2020	2021	2019	2020	2021	2019	2020	2021
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	1	0	0	0	0	0	0

Note: A review of the Wake Washington campus was conducted in early 2021, and it was determined that there are no residential facilities, even though a residential facility was reported in previous years.

## UNFOUNDED

There were no unfounded reports in 2019, 2020, or 2021.

## HATE CRIMES

No hate crimes were reported to the police during 2019, 2020, or 2021.



# FIRE SAFETY REPORT – Reynolda Campus

(Fire safety policies for the Reynolda Campus will apply to all campuses unless specifically noted in each of the respective campus fire safety reports)

One hundred and sixty-eight (137) fire drills were conducted in campus residence halls during 2021. Procedures for Student Housing Evacuation in the case of a fire:

In the event of a fire, the University requires all campus community members to evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 and the WFU Police. Students and/or staff are informed where to relocate by staff if circumstance warrants at the time of the alarm. In the event fire alarms sound, University policy is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in firefighting or suppression activity, as this is inherently dangerous and each community member's only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke, and to activate the alarm as they exit. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

1. Individual student responsibilities:
  - a. Wear shoes and something to protect you from the elements.
  - b. Close all windows and doors and exit quietly and orderly.
  - c. Leave through the pre-assigned or alternate exit and report to the determined evacuation area.
2. Sanctions for not evacuating
  - a. Minimum \$100.00 dollar fine.
  - b. Educational sanctions, housing probation.

General procedures that students and employees should follow in the case of a fire.

- If you hear the fire alarm, immediately evacuate the building using the nearest available exit. **Do not attempt to fight a fire unless you have been trained to do so.**
- Awaken any sleeping roommate or suitemates. Prepare to evacuate by putting on shoes and coat if necessary. Feel the doorknob and the door. If they are hot, do not open the door. If they are cool, open slowly, if heat or heavy smoke rushes in, close the door immediately and remain inside.
- When leaving your room, be sure to take your key and/or key card in case it is necessary to return to the room should conditions in the corridor deteriorate. Make sure to close the door tightly when evacuating.
- Office of Residence Life and Housing staff members who are present on their floors should facilitate the evacuation of their floor/section if possible. When the alarm sounds, shout (Example: there is an emergency in the building, leave by the nearest exit) and knock-on doors as they make their way to the nearest exit and out the building.
- When exiting in smoky conditions keep your hand on the wall and crawl to the nearest exit. Always know more than one path out of your location and the number of doors between your room and the

exit.

- DO NOT USE ELEVATORS. Elevator shafts may fill with smoke or the power may fail, leaving you trapped. Elevators have features that recall and deactivate the elevator during an alarm. Standing and waiting for an elevator wastes valuable time.
- Each resident should report to their assigned assembly area. Office of Residence Life & Housing staff should report to their assigned assembly area and make sure that students have cleared the building. Conduct a head count and do not allow re-entry into the building until directed to do so by emergency personnel.

#### 1. Steps for reporting a fire

- a. Activate the fire alarm/pull station.
- b. Evacuate the building.
- c. Call University Police at 911/336-758-5911 and provide the following information:
  - i. Your name.
  - ii. Your building, location of fire, nature of fire.
- d. Inform officials of any students unable to evacuate.
- e. Go to your evacuation area so Residence Life & Housing staff will know you evacuated.
- f. Wait for further instructions from emergency personnel or Residence Life & Housing staff.

#### 2. Fire Extinguisher Use

- a. At no time should you risk your own safety by attempting to extinguish a fire or to return to a burning building!
- b. Be familiar with the location and proper methods for using the extinguishers in your building.
- c. Check all fire extinguishers periodically and report any problems promptly to maintenance.

#### 3. Fire Incident Report

Per federal law, WFU is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. The following procedures should be followed to ensure proper documentation and investigation of fire related incidents:

- a. All fires (active or extinguished) and false alarms must be reported to the University Police at 911/336-758-5911. University Police and the Winston-Salem Fire Department will be dispatched.
- b. The Fire Department will assure that everything has been properly extinguished.
  - i. The GHD on duty will contact the Coordinator of Housing immediately following a fire alarm.
  - ii. Reports are to be completed and returned by the responding staff member and submitted to supervisor and Coordinator of Housing within 24 hours following the incident.
- c. Report all fires that have occurred to the WFU Fire Prevention Coordinator at 336 758-4329.

#### 4. Fire Safety

Students and employees should be thoroughly familiar with your building, the fire lanes around your building, Fire Safety equipment, and emergency procedures. Your attitude and knowledge towards fire safety helps create a safety-conscious community.

#### 5. Fire Alarm and Sprinkler System Policies

Giving false fire alarms or tampering with fire alarm or sprinkler equipment is an offense under state of North Carolina criminal law.

- a. “It shall be unlawful for any person or persons to wantonly and willfully give or cause to be given, or to advise, counsel, or aid and abet anyone in giving a false alarm of fire, or to break the glass key protector, or to pull the side arm, or lever of any station or signal box of any fire station, or willfully, misuse or damage a portable fire extinguisher or in any way to willfully interfere with, damage, deface, molest, or injure any part or portion of any fire alarm, fire detection, smoke detection, or fire extinguishing system.”
- b. Causing false fire alarms, for tampering with fire alarms, fire extinguishers or sprinkler equipment is a misdemeanor under state of North Carolina criminal law as well as a violation of Wake Forest University policy. Criminally, this offense is punishable by a fine not to exceed five hundred dollars (\$500), imprisonment for not more than six months, or both. Students found responsible for violations of this policy may face immediate cancellation of the student’s Housing and Dining Agreement, removal from campus housing, and student conduct charges. Students should take special precautions to avoid tampering with or accidentally activating the building sprinkler or fire alarm systems. Sprinkler heads should not be used as a way to hang items in the room. The city of Winston-Salem Fire Code requires that students not place any personal items or University furniture within 18 inches of any sprinkler head, including in room closets.
- c. Any student who does not leave the residence hall during a fire alarm will be subject to a maximum fine of \$100, housing probation, and student conduct charges.
- d. Students should take special precautions to avoid tampering with, molesting, or accidentally activating the building sprinkler or smoke detection system. For example, sprinkler heads should not be used as a way to hang items in the room. Students may be held liable for damages that occur in rooms/common areas and/ or be required to pay fees, fines, and/or costs assessed by Winston-Salem as a result of sprinkler or smoke detection system activation or tampering. The University typically receives a citation for all false activations of the fire alarm systems which result in a monetary system fine on a tiered cost schedule.

## **ELECTRICAL APPLIANCE POLICY FOR RESIDENCE HALLS & UNIVERSITY-OWNED OFF CAMPUS HOUSING**

In order to ensure maximum health and safety standards in the residence halls, several categories of electrical appliances have been established. They are:

- a. Appliances that may not be used or stored in residence halls. These include toaster ovens, convection ovens, electric skillets, waffle or crepe pans, crock pots, hot plates, hamburger makers, space heaters, electric blankets, fog machines, generators, or halogen lamps. Pre-approved air conditioners (as a result of a medical appeal) registered with the Office of Residence Life and Housing are allowed as long as they are a maximum 5,000 BTU's. The University prohibits the use of halogen lamps and plug-in air fresheners.
- b. Appliances that may be used and stored in student rooms. These include hair dryers, blenders, hot-air popcorn poppers, and fans. Refrigerators that meet University standards (maximum 10 amps/3 cubic feet) are permitted. Only microwaves provided by the University may be used within student rooms.
- c. Appliances that may be stored in rooms and used in kitchens or ironing rooms. These include irons, oil popcorn poppers, coffee makers, George Foreman grills (and similar items), toasters, and hot pots of any kind.
- f. Overhead, or room, lights will not be covered with any material.
- g. Though neon lights are permitted within the residence halls, they may not be placed in windows or be seen from the exterior of the building.
- i. Black (or dark) overhead light bulbs are prohibited in student rooms and hallways. These bulbs are permitted in student organization lounges only when standard fluorescent lighting in one area can be activated simultaneously.
- j. Though permitted for no more than 90 days, students may install string lights so long as this is done without damage to University property. Lights can only be hung inside student rooms, not outside or in the hallways.
- k. Students may not install string lights or television cables through the ceiling tiles, or grid because of potential damage. This is not permitted in any instance. Any violation of this will result in automatic removal and potential fines for damage caused.
- l. Any type of open flame (candles and incense, for example) is strictly prohibited. The presence of any type of open flame (or evidence of a flame) on University property will result in a \$100 fine.
- m. Smoking is prohibited inside residential facilities, within 50 feet of residence halls and within 25 feet of university building doorways and entrances.

Any violation of these policies will result in a \$50 fine. Second offenses will result in an additional \$100 fine and potential confiscation of the appliance, and referral to student conduct.

## **ELECTRICAL POLICY FOR RESIDENCE HALLS & UNIVERSITY OWNED OFF CAMPUS HOUSING**

The fire marshal has dictated that the use or possession of extension cords, multiple plugs, multi plug converters, or air fresheners with an additional plug adaptor is prohibited within all of the residence halls and off campus housing. The fire marshal has approved the use of Underwriters Laboratories (UL) approved power strips with circuit breakers. Extension cords, multiple plugs, multi plug converters, or plug-in air fresheners will be confiscated by staff, and students using them may be fined a minimum of \$75.

## **FIRE SAFETY EDUCATION AND TRAINING PROGRAMS**

All new Residence Life and Housing staff members are provided with training on building evacuation procedures at the beginning of the academic year.

All students have access to the “Guide to Community Living” <https://rlh.wfu.edu/guide-to-community-living/>, published by the Office of Residence Life and Housing on their website. This document provides basic information on fire prevention, fire drills, fire marshal inspections, appliance policy, electrical extension cord policy, fire evacuation policy, fireworks policy and flammable materials policy.

## **FIRE SAFETY SYSTEM IMPROVEMENTS**

Bostwick and Johnson Residence Halls are under renovation and a fire system upgrade is planned.

The department maintains a Daily Fire Log which is available at the University Police Records Office at Alumni Hall or online at: <https://police.wfu.edu/clery/daily-crime-fire-log/> for review during normal business hours from 8 a.m.–5 p.m., Monday through Friday, excluding holidays.

## **FIRE SAFETY**

The information listed below in this section pertains to the following locations: Worrell House, Flow House, Barcelona, Copenhagen, London Instep, Cambridge Instep and Casa Artom.

Procedures for Student Housing Evacuation in Case of a Fire:

In the event of a fire, the University expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact the Fire Department. Students and/or staff are informed where to relocate to by staff if circumstance warrants at the time of the alarm. In the event fire alarms sound, University policy is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in firefighting or suppression activity as this is inherently dangerous and each community member’s only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke, and to activate the alarm as they exit. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

### 1. Individual Student Responsibilities

- a. Wear shoes and something to protect you from the elements.
- b. Close all windows and doors and exit quietly and orderly.
- c. Leave through the pre-assigned exit or alternate and report to the determined evacuation area on the sidewalk outside the residence or where instructed by your House Administrator or other professional staff.

### 2. Steps for reporting a fire

- a. Activate the fire alarm/pull station.
- b. Evacuate the building.
- c. Call the fire department and provide the following information
  - i. Your name
  - ii. The location and nature of the fire.
- d. Inform officials of any students unable to evacuate.
- e. Go to your evacuation area so staff will know you evacuated.
- f. Wait for further instructions from emergency personnel.

### 3. Fire Extinguisher Use

- a. At no time should you risk your own safety by attempting to extinguish a fire or to return to a burning building!
- b. Be familiar with the location and proper methods for using the extinguishers.
- c. Check all fire extinguishers periodically and report any problems promptly.

### 4. Fire Incident Report

Per federal law, WFU is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. The following procedures should be followed to ensure proper documentation and investigation of fire related incidents:

1. All fires (active or extinguished) and false alarms must be reported to the House Administrator/ Site Director and to the Wake Forest University Police.
2. All fires (active or extinguished) and false alarms must be reported to the Fire Department.

### APPLIANCE, SMOKING AND OPEN FLAME POLICY

1. All small appliances brought to the House are to be carefully monitored.
2. No smoking in the House.
3. No open flames.

### FIRE SAFETY EDUCATION AND TRAINING PROGRAMS

Fire safety education programs for all students living in on-campus student housing and all employees that have any association with on-campus student housing are held at the beginning of each semester. These programs are designed to: familiarize everyone with the fire safety system in each housing facility, train everyone on the procedures to be followed in case there is a fire and distribute information on the University's fire safety policies. During these programs, trainers emphasize that participating in fire drills is mandatory. Students with disabilities are given the option to have a "buddy" assigned to them. Each semester the House Administrator presents an introduction to Worrell House which includes fire

precautions and the procedures the students and employees should follow in the case of a fire (including evacuation procedures discussed below).

## **FIRE EVACUATION**

General procedures that students and employees should follow in the case of a fire.

- If you hear the fire alarm immediately evacuate the building using the nearest available exit.  
**Do not attempt to fight a fire unless you have been trained to do so.**
- Awaken any sleeping roommate or suitemates. Prepare to evacuate by putting on shoes and coat if necessary. Feel the doorknob and the door. If they are hot, do not open the door. If they are cool, open slowly, if heat or heavy smoke rushes in, close the door immediately and remain inside.
- When leaving your room, be sure to take your key in case it is necessary to return to the room should conditions in the corridor deteriorate. Make sure to close the door tightly when evacuating.
- When the alarm sounds, shout (Example: there is an emergency in the building, leave by the nearest exit) and knock-on doors as you make your way to the nearest exit and out the building.
- When exiting in smoky conditions keep your hand on the wall and crawl to the nearest exit. Always know more than one path out of your location and the number of doors between your room and the exit.
- Each resident should report to their assigned assembly area. Conduct a head count and do not allow re-entry into the building until directed to do so by emergency personnel. In the event of a fire or fire drill, residents should gather on the sidewalk away from the entrance to the residence. Fire drills may be conducted by the House Administrator.

## **Emergency Onsite Contact Information**

Any reports of criminal activity should be reported to the university police after local law enforcement has been contacted. While on any study abroad/study away, with Wake Forest University, all Student Conduct and Title IX policies and procedures remain in effect while away. Additionally, all university resources are available to students while on their program.

### **Worrell House**

Fire Department – 999  
London Police -- 999  
Faculty Suite Landline – +02077223808

### **Casa Artom**

Fire Department – 115  
Venice Police – 0412715511  
Onsite Administrator -- +393396010392

### **London Instep**

Fire Department – 999  
London Police -- +02074041212  
Onsite Administrator -- +07855292908

### **Copenhagen**

Fire Department -- 112  
Copenhagen Police -- +4533141448  
Onsite Administrator -- +4530671000

### **Wake Washington Onsite Program Coordinator**

336-391-2642

### **Wake Washington Executive Director**

336-391-2642

### **Flow House**

Fire Department – 122  
Austrian Law Enforcement -- +43124836985025  
Onsite Administrator -- +436767492374

### **Barcelona**

Fire Department – 112  
Barcelona Police -- +932565480  
Onsite Administrator -- +34676427946

### **Cambridge Instep**

Fire Department -- 999  
Cambridge Police -- 101  
Onsite Administrator -- +44707837806

### **DC Metropolitan Police First District Station**

101 M Street, SW  
Washington, DC 20024  
202-698-0555 or 911

### **DC Metropolitan Police First District Substation**

500 E Street, SE  
Washington, DC 20003  
Phone: 202-698-0068  
Fax: 202-727-4028

### **WorldAware/Crisis24**

Students are automatically enrolled by the Dean's Office prior to their travel. Students then receive a welcome email with instructions to download the WorldAware Worldcue app. This information is reviewed in the program pre-departure orientations. Regardless of whether students download the app, they receive the email alerts relevant to their study location. For information regarding WorldAware at Wake Forest University please contact Study Abroad/Study Away Office at [studyabroad@wfu.edu](mailto:studyabroad@wfu.edu) or [customerservice@worldaware.com](mailto:customerservice@worldaware.com).



## FIRE STATISTICS RESIDENCE HALLS

2019

	Residential Facility	Total Number of Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire Property (in USD)
1	Babcock Residence Hall, 1834 Wake Forest Road	0	0				
2	Bostwick Residence Hall, 1834 Wake Forest Road	0	0				
3	Collins Residence Hall, 1834 Wake Forest Road	1	1	Cooking	0	0	\$0-99
4	Davis Residence Hall, 1834 Wake Forest Road	0	0				
5	Dogwood Residence Hall, 1834 Wake Forest Road	0	0				
6	Taylor/Effird Residence Hall, 1834 Wake Forest Road	0	0				
7	Deacon Place Bldg # 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 1834 Wake Forest Road	0	0				
17	Poteat/Huffman Residence Hall, 1834 Wake Forest Road	0	0				
18	Johnson Residence Hall, 1834 Wake Forest Road	0	0				
19	Kitchin Residence Hall, 1834 Wake Forest Road	0	0				
20	Luter Residence Hall, 1834 Wake Forest Road	0	0				
21	Magnolia Residence Hall, 1834 Wake Forest Road	0	0				
22	Maya Angelou Residence Hall, 1834 Wake Forest Road	0	0				

23	Martin Residence Hall, 1834 Wake Forest Road	0	0				
24	Palmer Residence Hall, 1834 Wake Forest Road	0	0				
25	Piccolo Residence Hall, 1834 Wake Forest Road	0	0				
26	Student Apts. A, 1834 Wake Forest Road	0	0				
27	Student Apts. B, 1834 Wake Forest Road	0	0				
28	Polo Residence Hall, 1834 Wake Forest Road	1	1	Other	0	0	\$0-99
29	NC Apts. # 1, 2, 3, 4, 5, 6, 8, 9, 101834 Wake Forest Road	0	0				
30	NC Apts. # 7, 1834 Wake Forest Road	1	1	Cooking	0	0	\$0-99
31	South Residence Hall, 1834 Wake Forest Road	0	0				
32	109-111 Rosedale Circle	0	0				
33	126 Rosedale Circle	0	0				
34	135 Rosedale Circle	0	0				
35	136 Rosedale Circle	0	0				
36	149 Rosedale Circle	0	0				
37	900 Polo Road	0	0				
38	904 Polo Road	0	0				
39	1012 Polo Road	0	0				
40	1022 Polo Road	0	0				
41	1024 Polo Road	0	0				
42	1026 Polo Road	0	0				
43	1056 Polo Road	0	0				
44	1109 Polo Road	0	0				
45	1115 Polo Road	0	0				
46	1125 Polo Road	0	0				
47	1141-B Polo Road	0	0				
48	1145 Polo Road	0	0				
49	1157 Polo Road	0	0				
50	1165 Polo Road	0	0				

51	1210 Polo Road	0	0				
52	2440 Reynolda Road	0	0				
53	3307 University Parkway	0	0				
54	3321 University Parkway	0	0				
55	3327 University Parkway	0	0				
56	3333 University Parkway	0	0				
57	3417 University Parkway	0	0				
58	3425 University Parkway	0	0				
59	3451 University Parkway	0	0				
60	3269 University Parkway	0	0				
61	3455 University Parkway	0	0				
62	100 Friendship Circle	0	0				
63	2501 Henning Drive	0	0				
64	2505 Henning Drive	0	0				
65	1126 Idlewild Court	0	0				
66	115 Rosedale	0	0				
67	1440 Brookwood Drive	0	0				
68	1444 Brookwood Drive	0	0				
69	1003, 1005, 1007, 1009, 1013, 1015, 1019, 1021, 1027, 1031, 1037, 1041, 1043, 1045, 1047, 1049 Paschal Dr.	0	0				

## 2020

	Residential Facility	Total Number of Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire Property (in USD)
1	Babcock Residence Hall, 1834 Wake Forest Road	0	0				

2	Bostwick Residence Hall, 1834 Wake Forest Road	0	0				
3	Collins Residence Hall, 1834 Wake Forest Road	0	0				
4	Davis Residence Hall, 1834 Wake Forest Road	0	0				
5	Dogwood Residence Hall, 1834 Wake Forest Road	0	0				
6	Taylor/Effird Residence Hall, 1834 Wake Forest Road	0	0				
7	Deacon Place Bldg # 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 1834 Wake Forest Road	0	0				
17	Poteat/Huffman Residence Hall, 1834 Wake Forest Road	0	0				
18	Johnson Residence Hall, 1834 Wake Forest Road	0	0				
19	Kitchin Residence Hall, 1834 Wake Forest Road	0	0				
20	Luter Residence Hall, 1834 Wake Forest Road	0	0				
21	Magnolia Residence Hall, 1834 Wake Forest Road	0	0				
22	Maya Angelou Residence Hall, 1834 Wake Forest Road	0	0				
23	Martin Residence Hall, 1834 Wake Forest Road	0	0				
24	Student Apts. A112, 1834 Wake Forest Road	1	1	Cooking (Grease)	0	0	\$0-99
25	Student Apts. B, 1834 Wake Forest Road	0	0				
26	Polo Residence Hall, 1834 Wake Forest Road	0	0				

27	NC Apts. # 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 1834 Wake Forest Road	0	0				
28	South Residence Hall, 1834 Wake Forest Road	0	0				
29	109-111 Rosedale Circle	0	0				
30	126 Rosedale Circle	0	0				
31	135 Rosedale Circle	0	0				
32	136 Rosedale Circle	0	0				
33	149 Rosedale Circle	0	0				
34	900 Polo Road	0	0				
35	904 Polo Road	0	0				
36	1012 Polo Road	0	0				
37	1022 Polo Road	0	0				
38	1024 Polo Road	0	0				
39	1026 Polo Road	0	0				
40	1056 Polo Road	0	0				
41	1109 Polo Road	0	0				
42	1115 Polo Road	0	0				
43	1125 Polo Road	0	0				
44	1141-B Polo Road	0	0				
45	1145 Polo Road	0	0				
46	1157 Polo Road	0	0				
47	1165 Polo Road	0	0				
48	1210 Polo Road	0	0				
49	2440 Reynolda Road	0	0				
50	3307 University Parkway	0	0				
51	3321 University Parkway	0	0				
52	3327 University Parkway	0	0				
53	3333 University Parkway	0	0				
54	3417 University Parkway	0	0				
55	3425 University Parkway	0	0				
56	3451 University Parkway	0	0				

57	3269 University Parkway	0	0				
58	3455 University Parkway	0	0				
59	100 Friendship Circle	0	0				
60	2501 Henning Drive	0	0				
61	2505 Henning Drive	0	0				
62	1126 Idlewild Court	0	0				
63	115 Rosedale Circle	0	0				
64	1440 Brookwood Drive	0	0				
65	1444 Brookwood Drive	0	0				
66	3050 University Parkway	0	0				
67	1003, 1005, 1007, 1009, 1013, 1015, 1019, 1021, 1027, 1031, 1037, 1041, 1043, 1045, 1047, 1049 Paschal Dr.	0	0				
68	2345, 2349, 2353, 2357, 2369, 2373, 2376, 2377, 2380, 2381, 2384, 2385, 2388, 2389, 2392, 2393, 2396, 2397, 2406, 2410, 2411, 2415, 2418, 2419, 2422, 2423, 2423, 2427, 2430, 2431, 2434, 2435, 2439, 2451, 2455, 2459, 2463, 2464, 2467, 2468, 2472, 2476, 2480 Quantum Court	0	0				
69	1842, 1846, 1850, 1854, Quantum Lane	0	0				
70	2842, 2846, 2850, 2854, 2858, 2866, 2870, 2874, 2878, 2882, 2886, 2928, 2932, 2936 Quincy Drive	0	0				

2021

	Residential Facility	Total Number of Fires in	Fire Number	Cause of Fire		Number of Deaths	Value of Property Damage
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		Each Building			Number of Injuries	Related to a Fire	Caused by Fire Property (in USD)
1	Babcock Residence Hall, 1834 Wake Forest Road	1	1	Papers on a Stove	0	0	\$0-\$50
2	Bostwick Residence Hall, 1834 Wake Forest Road	0	0				
3	Collins Residence Hall, 1834 Wake Forest Road	1	1	Candle	0	0	\$0-\$25
4	Davis Residence Hall, 1834 Wake Forest Road	1	1	Arson	0	0	\$0-\$150
5	Dogwood Residence Hall, 1834 Wake Forest Road	0	0				
6	Taylor/Effird Residence Hall, 1834 Wake Forest Road	0	0				
7	Deacon Place Bldg # 2, 1834 Wake Forest Road	1	1	Grease During Cooking	0	0	\$0-\$25
8	Deacon Place Bldg # 3, 4, 5, 6, 7, 8, 9, 10, 11 1834 Wake Forest Road	0	0				
17	Poteat/Huffman Residence Hall, 1834 Wake Forest Road	0	0				
18	Johnson Residence Hall, 1834 Wake Forest Road	1	1	Burns on carpet	0	0	\$0-\$500

19	Kitchin Residence Hall, 1834 Wake Forest Road	0	0				
20	Luter Residence Hall, 1834 Wake Forest Road	0	0				
21	Magnolia Residence Hall, 1834 Wake Forest Road	0	0				
22	Maya Angelou Residence Hall, 1834 Wake Forest Road	0	0				
23	Martin Residence Hall, 1834 Wake Forest Road	1	1	Plastic left on Hot Stove	0	0	\$0-\$25
24	Student Apts. A112, 1834 Wake Forest Road	0	0				
25	Student Apts. B, 1834 Wake Forest Road	0	0				
26	Polo Residence Hall, 1834 Wake Forest Road	0	0				
27	NC Apts. # 1, 2, 3, 4, 5, 6, 7, 8, 9 1834 Wake Forest Road	0	0				
28	NC Apts. # 10, 1834 Wake Forest Road	1	1	Burned Food on Stove	0	0	\$0-\$25
29	South Residence Hall, 1834 Wake Forest Road	0	0				
30	109-111 Rosedale Circle	0	0				
31	126 Rosedale Circle	0	0				



32	135 Rosedale Circle	0	0				
33	136 Rosedale Circle	0	0				
34	149 Rosedale Circle	0	0				
35	900 Polo Road	0	0				
36	904 Polo Road	0	0				
37	1012 Polo Road	0	0				
38	1022 Polo Road	0	0				
39	1024 Polo Road	0	0				
40	1026 Polo Road	0	0				
41	1056 Polo Road	0	0				
42	1109 Polo Road	0	0				
43	1115 Polo Road	0	0				
44	1125 Polo Road	0	0				
45	1141-B Polo Road	0	0				
46	1145 Polo Road	0	0				
47	1157 Polo Road	0	0				
48	1165 Polo Road	0	0				
49	1210 Polo Road	0	0				
50	2440 Reynolda Road	0	0				
51	3307 University Parkway	0	0				
52	3321 University Parkway	0	0				

53	3327 University Parkway	0	0				
54	3333 University Parkway	0	0				
55	3417 University Parkway	0	0				
56	3425 University Parkway	0	0				
57	3451 University Parkway	0	0				
58	3269 University Parkway	0	0				
59	3455 University Parkway	0	0				
60	100 Friendship Circle	0	0				
61	2501 Henning Drive	0	0				
62	2505 Henning Drive	0	0				
63	1126 Idlewild Court	0	0				
64	115 Rosedale Circle	0	0				
65	1440 Brookwood Drive	0	0				
66	1444 Brookwood Drive	0	0				
67	3050 University Parkway	0	0				
68	1001, 1003, 1005, 1007, 1009, 1013, 1015, 1019, 1021, 1027, 1029, 1031, 1037, 1039, 1041, 1043, 1045, 1047, 1049 Paschal Dr.	0	0				
69	2345, 2349, 2353, 2357, 2369, 2373, 2376, 2377, 2380,	0	0				

	2381, 2384, 2385, 2388, 2389, 2392, 2393, 2396, 2397, 2406, 2410, 2411, 2415, 2418, 2419, 2422, 2423, 2426, 2427, 2430, 2431, 2434, 2435, 2439, 2451, 2455, 2459, 2463, 2464, 2467, 2468, 2472, 2476 Quantum Court						
70	2480, 1842, 1846, 1850, 1854 Quantum Court	0	0				
71	2842, 2846, 2850, 2854, 2858, 2866, 2870, 2874, 2878, 2882, 2886, 2928, 2932, 2936 Quincy Drive	0	0				

## Fire Safety Systems

**\*Residence Halls are at 1834 Wake Forest Road unless noted otherwise**

Building	Type of FA system	Number of Evacuation Drills	Monitored by Simplex Grinnell or Security Central	Monitored by University Police	# of initiating devices (pulls, smoke, heat, duct & ion detectors)	Sprinkler systems Full/Partial/None			Type of sprinkler system
Babcock Residence Hall, 1834 Wake Forest Road	Simplex 4100ES addressable horn/strobe	3	Y	Y	239	x			13R / Wet
*Bostwick Residence Hall, 1834 Wake Forest Road	Simplex 4100ES addressable horn/strobe	3	Y	Y	181	x			13R / Wet

Collins Residence Hall, 1834 Wake Forest Road	Simplex 4100ES horn/strobes	3	Y	Y	206	x			13R / Wet
Davis Residence Hall, 1834 Wake Forest Road	Simplex 4100ES horn/strobes	3	Y	Y	319	x			13R / Wet
Deacon Place Clubhouse, 1834 Wake Forest Road	Simplex 4100ES	3	Y	N	6	x			13R / Wet
Deacon Place Bldg # 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 1834 Wake Forest Road	Silent Knight 5808	30 (3 per)	Y	N	26	x			13R / Wet
Dogwood Residence Hall, 1834 Wake Forest Road	Simplex 4100ES speaker/strobes	3	Y	Y	487	x			13 / Wet
Taylor/Efird Residence Hall, 1834 Wake Forest Road	Simplex 4100ES horn/strobes	3	Y	Y	354	x			13R / Wet
Poteat/Huffman Residence Hall, 1834 Wake Forest Road	Simplex 4100ES horn/strobes	3	Y	Y	316	x			13R / Wet
*Johnson Residence Hall, 1834 Wake Forest Road	Simplex 4100ES addressable horn/strobe	3	Y	Y	183	x			13R / Wet
Kitchin Residence Hall, 1834 Wake Forest Road	Simplex 4100ES addressable speaker/strobes	3	Y	Y	280	x			13R / Wet
Luter Residence Hall, 1834 Wake Forest Road	Simplex 4100ES horn/strobes	2	Y	Y	261	x			13R / Wet
Magnolia Residence Hall, 1834 Wake Forest Road	Simplex 4100ES addressable speaker/strobes	3	Y	Y	461	x			13 / Wet
Maya Angelou Hall, 1834 Wake Forest Road	Simplex 4100ES addressable speaker/strobes	3	Y	Y	301	x			13R / Wet

Martin Residence Hall, 1834 Wake Forest Road	Simplex 4100ES addressable horn/strobe	3	Y	Y	119	x			13R / Wet
Student Apts A, 1834 Wake Forest Road	Simplex 4020 addressable horn/strobe	3	Y	Y	94	x			13R / Wet
Student Apts B, 1834 Wake Forest Road	addressable horn/strobe (panel in laundry room feeds both Student Apts A&B)	3	Y	Y	94	x			13R / Wet
Polo Residence Hall, 1834 Wake Forest Road	Simplex 4120 addressable speaker/strobe	3	Y	Y	374	x			13R / Wet
NC Apts # 1, 2, 3, 4, 7, 8, 9, 10 1834 Wake Forest Road	addressable speaker/strobe (4100U panel in NC Apts # 5 feeds NC Apts # 1)	24 (3per)	Y	Y	328	x			13R / Wet
NC Apts # 5, 6 1834 Wake Forest Road	Simplex 4100U addressable speaker/strobe	6	Y	Y	108	x			13R / Wet
South Residence Hall, 1834 Wake Forest Road	Simplex 4100U addressable speaker/strobe	3	Y	Y	275	x			13 / Wet
109-111 Rosedale Circle	Simplex 4010 addressable horn/strobe	3	Y	Y	20			x	N/A
110 Rosedale Circle	Battery/Wired Smoke Detectors	0	Y	Y	7			x	N/A
115 Rosedale Circle	Battery/Wired Smoke Detectors	0	N	N	7			x	N/A
126 Rosedale Circle	Simplex 4010 addressable horn/strobe	0	Y	N	21			x	N/A
135 Rosedale Circle	Simplex 4010 horn/strobes	0	Y	N	15			x	N/A

136 Rosedale Circle	Battery/Wired Smoke Detectors	0	N	N	6				N/A
149 Rosedale Circle	Battery/Wired Smoke Detectors	0	N	N	9				N/A
900 Polo Road	Battery/Wired Smoke Detectors & Strobe Light	0	N	N	8			x	N/A
904 Polo Road	Battery/Wired Smoke Detectors	0	N	N	6			x	N/A
1012 Polo Road	Simplex 4010 addressable horn/strobe	0	Y	N	27			x	N/A
1022 Polo Road	Battery/Wired Smoke Detectors	0	N	N	13			x	N/A
1024 Polo Road	Battery/Wired Smoke Detectors	0	N	N	7			x	N/A
1026 Polo Road	Battery/Wired Smoke Detectors	0	N	N	11			x	N/A
1109 Polo Road	addressable horn/strobe (panel at 1115 feeds all initiating devices & horn/strobes)	3	Y	Y	12			x	N/A
1115 Polo Road	Simplex 4010 addressable horn/strobe	3	Y	Y	19			x	N/A
1125 Polo Road	addressable horn strobe (panel at 1115 feeds all initiating devices & horn/strobes)	3	Y	Y	7			x	N/A
1141B Polo Road	addressable horn/strobe (panel at 1145 feeds all initiating devices & horn/strobes)	3	Y	N	5			x	N/A

1145 Polo Road	Simplex 4010 addressable horn/strobe	3	Y	Y	20			x	N/A
1056 Polo Rd.	Battery/Wired Smoke Detectors	0	N	N	9			x	N/A
1157 Polo Road	addressable horn/strobe (panel at 1145 feeds all initiating devices & horn/strobes)	3	Y	Y	11			x	N/A
1165 Polo Road	Battery/Wired Smoke Detectors	0	N	N	6			x	N/A
1210 Polo Road	Simplex 4010 addressable horn/strobe	3	Y	Y	16			x	N/A
3050 University Pkwy	Honeywell HWF2V Commercial	0	Y	N	327			x	N/A
3307 University Pkwy	Battery/Wired Smoke Detectors	0	N	N	8			x	N/A
3321 University Pkwy	addressable horn/strobe (panel at 3327 feeds all initiating devices & horn/strobes)	0	Y	N	9			x	N/A
3327 University Pkwy	Simplex 4010 addressable horn/strobe	0	Y	N	25			x	N/A
3333 University Pkwy	addressable horn/strobe (panel at 3327 feeds all initiating devices & horn/strobes)	0	Y	N	31			x	N/A
3417 University Pkwy	Simplex 4010 addressable horn/strobe	0	Y	N	15			x	N/A

3425 University Pkwy	addressable horn/strobe (panel at 3417 feeds all initiating devices & horn/strobes)	0	Y	N	12			x	N/A
3451 University Pkwy	Battery operated only	0	N	N	8			x	N/A
3455 University Pkwy	Battery/Wired Smoke Detectors	0	N	N	7			x	N/A
3269 University Pkwy	Battery/Wired Smoke Detectors	0	N	N	7			x	N/A
100 Friendship Circle	Battery/Wired Smoke Detectors	0	N	N	13			x	N/A
2505 Henning Dr.	Battery/Wired Smoke Detectors	0	N	N	8			x	N/A
1126 Idlewild Court	Battery/Wired Smoke Detectors	0	N	N	4			x	N/A
1440 Brookwood Drive	Battery operated only	0	N	N	13			x	N/A
1444 Brookwood Drive	Battery/Wired Smoke Detectors	0	N	N	9			x	N/A
2440 Reynolda Road	Battery/Wired Smoke Detectors	0	N	N	9			x	N/A
1005-1021 Paschal Dr.	Battery/Wired Smoke Detectors	0	N	N	25			x	N/A
1031-1049 Paschal Dr.	Battery/Wired Smoke Detectors	0	N	N	24			x	N/A
2345, 2349, 2353, 2357, 2369, 2373, 2376, 2377, 2380, 2381, 2384, 2385, 2388, 2389, 2392, 2393, 2396, 2397, 2406, 2410, 2411, 2415, 2418, 2419, 2422, 2423, 2426, 2427, 2430, 2431,	Honeywell Wired System	0	Y	N	43	x			Wet System



2434, 2435, 2439, 2451, 2455, 2459, 2463, 2464, 2467, 2468, 2472, 2476, 2480 Quantum Court									
1842, 1846, 1850, 1854 Quantum Lane	Honeywell Wired System	0	Y	N	4	x			Wet System
2842, 2846, 2850, 2854, 2858, 2866, 2870, 2874, 2878, 2882, 2886, 2928, 2932, 2936 Quincy Drive	Honeywell Wired System	0	Y	N	14	x			Wet System

\* Bostwick and Johnson Residence Halls are under renovation and a fire system upgrade is planned.

## Fire Drills for Study Away Locations

### BARCELONA

RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS RELATED TO FIRE	ESTIMATED PROPERTY DAMAGE
2019	Consell de Cent 170	0	0				
2019	Valencia 317	0	0				
2019	Valencia 477	0	0				
2019	Gran Via de Les Corts Catalanes 571	0	0				
2019	Sant Lluís 95	0	0				
2019	Diagonal 438	0	0				
RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS RELATED TO FIRE	ESTIMATED PROPERTY DAMAGE
2020 (Jan - Mar)	Valencia 70	0	0				
RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS	ESTIMATED PROPERTY DAMAGE

						RELATED TO FIRE	
2021 (Sep – Dec)	The Student Hotel Marina C/Sancho de Avila 22	0	0				

Locations do not have names, just addresses.

## FIRE SAFETY SYSTEMS

LOCATION	TYPE	SMOKE DETECTORS	FIRE HOSE	EXTINGUISHERS	CENTRAL MONITORING
Carrer de Sancho de Ávila, 22, 08018	Local alarm	Y	Y	Y	Y

There were no fire drills conducted in 2021.

## Safety Measures

The current residential facility has a variety of security measures.

- There are three locking points in place prior to room access. They are the outer complex, building access, and room access. All of which requires a key.
- There are also 24/7 security personnel provided onsite by the owner of the facility.
- The facility is also equipped with CCTV cameras. They are positioned all around the complex.

## LONDON INSTEP

RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS RELATED TO FIRE	ESTIMATED PROPERTY DAMAGE
Spring 2019	2b Kilburn Park Road	0	0				
Fall 2019	29-31 Clifton Gardens	0	0				
Fall 2019	129-131 Sutherland	0	0				
RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS RELATED TO FIRE	ESTIMATED PROPERTY DAMAGE
Spring 2020	13 Manson Place and 3-7 Queen's Gate Terrace	0	0				
RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES	NUMBER OF DEATHS	ESTIMATED PROPERTY DAMAGE

					REQUIRING TREATMENT	RELATED TO FIRE	
2021	13 Manson Place S. Kensington, London and 3-7 Queen's Gate Terrace S. Kensington, London	0	0				

\* No students here during the 2021 calendar year.

## FIRE SAFETY SYSTEMS

TYPE	SMOKE DETECTORS	SPRINKLER	FIRE BLANKET	EXTINGUISHERS	SIGNS
13 Manson Place S. Kensington, London	Lounge and each room	No	1	1	1
3-7 Queen's Gate Terrace S. Kensington, London	Lounge and each room	No	1	1	2

No fire drills were conducted in 2021.

## WORRELL HOUSE

RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS RELATED TO FIRE	ESTIMATED PROPERTY DAMAGE
2019	Worrell House	0	0				
2020	Worrell House	0	0				
2021	Worrell House	0	0				

**Worrell House is located at 36 Steele’s Road, London, England NW3 4RG**

**FIRE SAFETY SYSTEMS**

TYPE	SMOKE DETECTORS	HEAT DETECTORS	PULL STATIONS	EXTINGUISHERS	SIGNS
Local alarm	22	3	5	14	10

There were no fire drills conducted in 2021 due to there being no residents or affiliates.

**FIRE SAFETY IMPROVEMENTS**

The university has upgraded house emergency lighting and plans to extend the rear fire escape.

**FLOW HOUSE**

RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS RELATED TO FIRE	ESTIMATED PROPERTY DAMAGE
2019	Flow House	0	0				
2020	Flow House	0	0				
2021	Flow House	0	0				

Flow House is located at Gustav Tschermak Gasse 20, Vienna 1190 Austria

**FIRE SAFETY SYSTEMS**

TYPE	SMOKE DETECTORS	HEAT DETECTORS	PULL STATIONS	EXTINGUISHERS	SIGNS
Local alarm	38	4	4	7	3

**FIRE SAFETY**

One fire drill was conducted in 2021, which was held on Sunday, September 5<sup>th</sup>.

**CASA ARTOM**

RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS RELATED TO FIRE	ESTIMATED PROPERTY DAMAGE
2019	Casa Artom	0	0				
2020	Casa Artom	0	0				
2021	Casa Artom	0	0				

Casa Artom is located at Dorsoduro 699/700, San Gregorio, Venice, Italy

### **FIRE SAFETY SYSTEMS**

TYPE	SMOKE DETECTORS	HEAT DETECTORS	PULL STATIONS	EXTINGUISHERS	SIGNS
Local alarm	7	0	2	10	0

There was one fire drill conducted during the fall semester of 2021.

### **COPENHAGEN**

RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS RELATED TO FIRE	ESTIMATED PROPERTY DAMAGE
2019	Store Kannikestræde 11	0	0				
2020	Store Kannikestræde 11	0	0				
2021	Store Kannikestræde 11	0	0				

## FIRE SAFETY SYSTEMS

TYPE	SMOKE DETECTORS	MONITORED	SPRINKLER	EXTINGUISHERS	SIGNS
Local Alarm	6 (placed throughout each apartment)	No	No	1 in each kitchen	N/A

No fire drills were conducted during 2021.

## CAMBRIDGE INSTEP

RESIDENTIAL FACILITY		TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS RELATED TO FIRE	ESTIMATED PROPERTY DAMAGE
2019	Cambridge INSTEP	0	0				
2020	Cambridge INSTEP	0	0				
2021	Cambridge INSTEP	0	0				

INSTEP is located at Warkworth House Warkworth Terrace, Cambridge CB1 1EG, Cambridge

## FIRE SAFETY SYSTEMS

TYPE	SMOKE DETECTORS	ALARM BELL	PULL STATIONS	EXTINGUISHERS	SIGNS
Local alarm	25	9	5	4	4

## FIRE SAFETY

There was 1 fire drill conducted in 2021, which was on Tuesday, November 23<sup>rd</sup>.

# WEAPONS POLICY

## SUMMARY

It is a violation of North Carolina State Law (General Statute 14-269.2 and 14.415.11) and University policy to possess or carry any weapon on the University campus or on any other property owned, used, or operated by the University, whether openly or concealed or with or without a concealed weapon permit. The prohibition also extends to the possession or carrying of a weapon to school-sponsored curricular or extracurricular activities. The only exceptions to this prohibition are for law enforcement and military personnel carrying out their official duties, and for weapons used in the conduct of ceremonial, educational or extracurricular activities authorized by the President or designee.

In addition to the foregoing and in accordance with North Carolina State Law (General Statute 14-269.2), it is a violation of University policy for any employee who resides on campus in a detached single family dwelling in which only the employee and the employee's immediate family reside to have a handgun on campus, including in the employee's residence and vehicle. This prohibition applies whether or not the employee has a concealed handgun permit.

## From Student Code of Conduct Policy

Possession, use, storage, or distribution of explosives (including fireworks and ammunition), guns (including air, BB, paintball, facsimile weapons and pellet guns), or other weapons or dangerous objects such as arrows, axes, machetes, nunchucks, throwing stars, or knives, on University premises (whether on one's person, in a parked vehicle, in a building, or in outside spaces), except for authorized use in the Department of Military Science or authorized use by campus recreation.

## Divinity School

In violation of University policy, unauthorized use, possession, or storage of any weapon or explosive (including fireworks) on University premises or at University sponsored activities.