

Northwest Aviation College



2011 - Annual Crime Report

Overview

Northwest Aviation College takes the safety and security of its students seriously and has a number of safeguards put in place to ensure a safe and secure campus. Annually, the College submits a security report to the U.S. Department of Education, and this report is available for student and staff use on the College's website at www.NorthwestAviationCollege.edu/Resources/Security. The security report includes statistics for the previous 3-years for reported crimes that were on-campus and includes institutional policies regarding the campus.

Timely Warnings

In the event that a situation arises on campus or on the Auburn airport, that in the judgment of the College's President/Vice President, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through the college e-mail system to faculty, staff and a notice posted at the front counter. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the College may also post a notice on the College's website at: www.NorthwestAviationCollege.edu/Resources/Security, providing students with more immediate notification. In such instances, a copy of the notice is posted in at the front desk and displayed on the lobby reader boards. The electronic bulletin board is immediately accessible via computer by all faculty, staff and students. Anyone with information warranting a timely warning should report the circumstances to the College's President/Vice President, by phone (253-854-4960) or to those individuals in person.

Policy for Reporting the Annual Disclosure of Crime Statistics

The College prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the airport manager of the Auburn municipal airport. Campus and airport crime, arrest and referral statistics include those reported to the College or airport management either in person or via local law enforcement, designated campus officials (including but not limited to directors, department heads, staff, and instructional staff). Each year, notification is made to all enrolled students that provides the web site to access this report. Faculty and staff receive similar notification with their paycheck. Copies of the report may also be obtained from the Student Services Department. All prospective employees may obtain a copy from Human Resources.

To Report a Crime

For College and/or on-campus related crimes contact a College manager at 253-854-4960 (non-emergency), the Auburn Municipal Airport Manager 253-333-6821 (non-emergency issues off campus but on airport), or dial 9-1-1 (emergencies only). There are telephones located throughout the building for your use.

Access Policy

During business hours, the College will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all College facilities is by key.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic have security surveys conducted of them and College administrators review these results. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. Additionally, the management team meets periodically during the academic year, to discuss and address any identified concerns.

Campus Security Personnel

Northwest Aviation College does not have dedicated security personnel such as a campus security department or police department. In most cases, non-emergency reports of crimes will be forwarded to the Auburn Police Department for action. Crimes that are emergency in nature will be reported by calling 9-1-1 which will also be routed through the Auburn Police Department.

General Procedures for Reporting a Crime or Emergency

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to College management in a timely manner.

To report a crime or an emergency on the Northwest Aviation College campus, call the College's front desk at 253-854-4960 and tell the staff member that you need to report a crime. If the crime is being conducted off campus but is taking place elsewhere on airport property, contact the airport manager at 253-333-6821.

After reporting the crime, please contact the College's front desk and ask for an "Incident Report". Complete the report and forward it to either the College's President or Vice President in person, or by mailing it to: Northwest Aviation College, 506 23rd St. NE, Auburn, WA 98002.

If assistance is required from the Auburn Police Department or Valley Regional Fire Authority, the College will contact the appropriate unit(s).

All crimes should ultimately be reported to the College's management team to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. So if crimes are reported via calling 9-1-1 as mentioned earlier for emergency situations, please provide a follow-up phone call to the College to inform the management team as to what has happened, and complete an incident report form (available at the front desk).

Counseling Services

All reports will be investigated. The College does not have procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to law enforcement agencies and when appropriate, the College's management team for review. When a potentially dangerous threat to the College community arises, timely reports or warnings will be issued through e-mail announcements, the posting of flyers, in-class announcements, or other appropriate means.

Security Awareness Program

During orientation students are informed as to the College's security policies and procedures by being provided an informational flyer on Campus Security Awareness and Crime Reporting. All administrative and instruction staff are provided with the same information upon hire and on an annual basis.

College staff who have direct contact with students involved in flight training programs receive training in Airport Security Awareness Training offered by the U.S. Transportation Security Agency. This training is required to be completed within 60-days of hire and annually thereafter.

Crime Prevention Programs

Northwest Aviation College does not currently offer any specific crime prevention programs.

Monitoring of Off-campus Activities

Northwest Aviation College does not have any student organizations that would require off-campus monitoring or reporting of activity through local law enforcement

Alcoholic Beverages and Illegal Drugs

The possession, sale or the furnishing of alcohol on the College campus is governed Washington State law. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the Washington State Department of Alcohol and Beverage Control (ABC). The College campus has been designated "Drug free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Violators are subject to College disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of College Policy for anyone to consume or possess alcohol in any public or private area of the campus without prior approval. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the College.

Alcohol and Substance Abuse Education

Northwest Aviation College does not offer an in-house alcohol and substance abuse information program, but will coordinate counseling with local health-care professionals as needed.

Sexual Assault and Response

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The College strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported by immediately calling 9-1-1.

Sex Offender Registration

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies to provide the College with a list of registered sex offenders who have indicated that they are either enrolled, employed, or carrying on a vocation at Northwest Aviation College.

Sex Offender Registration (Continued)

The College is required to inform the campus community that a registration list of sex offenders will be maintained and available on campus. This list is available through either the Director of Education or President/Vice President of the College.

In addition, a list of all registered sex offenders in Washington State can be accessed through www.sheriffalerts.com. Northwest Aviation College is located in Washington State, and in King County with a Zip Code of 98002.

The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

Auburn Airport Security

The U.S. Transportation Security Administration asks all pilots to remain vigilant on and around the nation's airports. If you notice any aircraft with what look to be abnormal modifications or individuals acting in a suspicious manner around airplanes or on the airport property, please contact the Auburn airport manager at 253-333-6821. If it appears that the situation is emergent in nature (e.g. a person breaking into an airplane, or a person that appears to be under the control of another person) call 9-1-1. Additionally, you can call 1-800-GA-SECURE to report such activity if it does not appear to be an emergency situation.

Annual Security Report

On the following page is a table that discloses any crimes that have occurred during the past 3 years either on campus or the local airport property. If you have any questions related to this report, please ask a member of the College's management team either in person, or by calling the College at 253-854-4960.



Offense	Year	On Campus Property	On Airport Property	Total
Murder/Non-Negligent Manslaughter	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Negligent Manslaughter	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Sex Offenses, Forcible	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Robbery	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Aggravated Assault	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Burglary	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Motor Vehicle Theft	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Arson	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Liquor Law Arrests	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Drug Law Arrests	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Drug Law Violations Referred for Disciplinary Action	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Illegal Weapons Possession Arrests	2011	0	0	0
	2010	0	0	0
	2009	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	2011	0	0	0
	2010	0	0	0
	2009	0	0	0



Important Telephone Numbers

Contact

Phone Number

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| • EMERGENCY | 911 |
| • Northwest Aviation College | 253-854-4960 |
| • Auburn Airport Manager | 253-333-6821 |
| • Auburn Police Department (Non-Emergency) | 253-931-3080 |
| • Valley Regional Fire Authority (Non-Emergency) | 253-288-5300 |
| • Auburn Regional Medical Center (Non-Emergency) | 253-833-7711 |

