2025 ANNUAL SECURITY & FIRE SAFETY REPORT

(Statistics for 2022, 2023, 2024)

2025 Annual Security & Fire Safety Report
for Washington and Lee University
Lexington, VA 24450

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Washington and Lee University Non-Discrimination Statement
In compliance with Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Virginia Human Rights Act, and all other applicable non-discrimination laws, Washington and Lee University does not discriminate on the basis of race, color, religion, national or ethnic origin, ethnicity, sex, pregnancy, childbirth or related medical conditions, gender identity, gender expression, sexual orientation, age, marital status, disability, military status, genetic information, or any other protected class under the law in its educational programs and activities, admissions, and with regard to employment. Inquiries may be directed to Lauren E. Kozak, Title IX Coordinator, Elrod Commons 237, (540) 458-4055, kozakl@wlu.edu, who is designated by the University to coordinate compliance efforts and carry out its responsibilities under Title IX, as well as those under Section 504 and other applicable non-discrimination laws.

The Coordinator has designated the following Title IX Assistant Coordinators:

- **Employment** -- Jodi Williams, Executive Director of Human Resources, Two South Main 109, (540) 458-8318, jwilliams@wlu.edu; and
- **Gender Equity in Athletics** -- Lauren Kozak, Title IX Coordinator and Director of Disability Resources, Elrod Commons 237, (540) 458-4055, kozakl@wlu.edu.
- **The Department of Education (ED) Office of Civil Rights (OCR) --** https://www2.ed.gov/about/offices/list/ocr/docs/t9-final-rule-factsheet.pdf

Preparation of the Annual Security Report and Disclosure of Crime Statistics
The Department of Public Safety publishes this report to inform the Washington and Lee University ("W&L") community about campus security policies, initiatives to prevent and respond to crime and emergencies, and the occurrence of crime on campus. This report complies with the Jeanne Clery Campus Safety Act as amended and uses information collected by the Department of Public Safety; information provided by other University offices such as Student Affairs, Title IX Coordinator, Admissions, and Human Resources. This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain non-campus buildings or property owned, leased, or controlled by Washington and Lee University. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, alcohol, and other drugs. The Department of Public Safety distributes a notice of the availability of this Annual Security and Fire Safety Report by October 1 of each year to every member of the University community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Department of Public Safety at (540) 458-8999 or can access an electronic copy of the Annual Security and Fire Safety Report at the following link: https://my.wlu.edu/student-life/health-and-safety/public-safety/campus-safety-and-crime-reporting/annual-campus-security-report

Annual Security & Fire Safety Report
This annual security and fire safety report is presented in accordance with the required reporting under the Clery Act ("Jeanne Clery Campus Safety Act," formerly the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act), as amended, including specifically the Campus Sexual Violence Elimination Act (a 2013 amendment to the Campus Security Act), and the Violence Against Women Reauthorization Act, as amended, and the applicable Higher Education Amendments, including the Higher Education Reauthorization Act of 1998, as

amended.

Washington and Lee University Campus
Washington and Lee University is a private liberal arts institution, comprising a community of just over 3,000 people (approximately 1,969 undergraduates, 376 law students, and 1,049 faculty and staff in ongoing positions) within the borders of a 325-acre campus. Approximately 1,388 students, and 47 faculty and staff members live in university-owned housing. While the Washington and Lee campus and the City of Lexington are relatively safe places, neither community is immune from incidents of crime.

Washington and Lee University awards the Bachelor of Arts and Bachelor of Science degrees, normally completed in four years. Statistical information on student retention may be obtained from the Office of Accreditation and Institutional Research in Early-Fielding. W&L offers no athletically related aid. The six-year completion rate for our cohort of 465 full-time students who entered Washington and Lee University in Fall 2016 is 95%.

Equity in Athletics Disclosure Act Report
In accordance with the requirements of the Equity in Athletics Disclosure Act, Washington and Lee University prepares an annual report on its intercollegiate men's and women's athletic program participation rates and financial support data. The report is on file with and may be obtained by any student, prospective student, or member of the public from the Office of the Athletic Director, the Admissions Office, and the Public Affairs Office. This report data may also be reviewed at the following Department of Education website by searching for Washington and Lee University data: http://ope.ed.gov/athletics/#/institution/search.

Campus Safety and Security: Responsibilities of the University Community
Members of the University community must assume responsibility for their own personal safety and the security of their personal property. The following precautions should be used for guidance. Note: the only person responsible for any abuse or harassment is the perpetrator.

1. Report all suspicious activity to Public Safety immediately.
2. Install LiveSafe on your cell phone. Make sure your cell phone is with you and charged.
3. Never take personal safety for granted.
4. Avoid walking alone at night. Contact Public Safety for an escort.
5. Be aware of your surroundings.
6. Limit your alcohol consumption, and leave social functions that get too loud, too crowded, or that have too many people drinking excessively. Call Public Safety at the first sign of trouble.
7. Don't leave your drink unattended and avoid taking a drink when you did not watch it be made and poured. At parties, don't drink from the punch bowl or other large, common open containers.
8. Be careful about posting your location on social media.
9. Carry only small amounts of cash.
10. Never leave valuables (wallets, purses, books, computers, etc.) unattended.
11. Carry your keys with you at all times and don't lend them to anyone.
12. When you go to a social gathering, go with people you trust and have a plan. Agree to watch out for each other and plan to leave together.

13. Lock up your bicycles. Lock your car doors and close the windows when leaving your car.
14. Always lock the door to your residence hall room whether you are there or not. Be certain that your door is locked when you go to sleep and keep the windows locked when you are not at home.
15. Never leave valuables in your vehicle, especially if they are easily noticeable.
16. Inventory your personal property and make records of the serial numbers of all items of value.

Public Safety Department

Washington and Lee University Public Safety staff consist of 27 full-time and 25 part-time staff members - a Chief Public Safety Officer, Assistant Chief, 2 Lieutenants, Technology Manager, Transportation and Parking Manager, Office Manager, Administrative Assistant, 4 Sergeants, 1 Investigator, 8 Officers, 4 full-time Dispatchers, 1 full-time University Driver, and 25 part-time Officers, Dispatchers and University Drivers. Public Safety officers, while responsible for the enforcement of rules and regulations prescribed by the University are not empowered with arrest authority. These officers protect and serve the community 24 hours daily. Public Safety officers present an open and helping attitude that creates a trusting relationship with students and other members of the community. Public Safety personnel are always available to answer questions and address the problems that young people encounter during their time at Washington and Lee. Washington and Lee University have formal written MOUs with the Lexington Police Department, Rockbridge County Sheriff's Office, and Virginia State Police. The working relationship between these departments is excellent, and the departments hold regular meetings to discuss common problems, share criminal/arrest reports, including criminal activities by students off campus, and discuss ways to strengthen coordination. The purpose of these meetings is to provide prompt and accurate reporting of Clery Act crimes that occur.

Currently, Washington and Lee University does not have off-campus student organizations or non-campus housing officially recognized by the University. Students living in off-campus housing are encouraged to report criminal activity to their local law enforcement agency.

Security and Access to University Facilities

Members of Public Safety patrol the campus grounds 24 hours a day and provide various support services for members of the community. Escorts are provided to more distant parking areas, and residence halls are patrolled with extra emphasis on major weekends. The officers maintain a high degree of visibility. There are currently 82 emergency phones (21 "Code Blue" emergency phones and 631 other emergency phones, including 379 elevator emergency phones) located throughout campus to ensure contact with Public Safety personnel is available at all times. In 2015, the University also implemented the LiveSafe App, which can also be used to contact Public Safety at any time. The LiveSafe App is a mobile safety technology that allows users to share information, report incidents to Public Safety, access emergency information, and utilize various other useful resources.

Access and Security in the Residential Areas

Residential buildings are closed to the public and may be entered or occupied only by authorized residents, their guests, and University employees. The process of installing the electronic access

control system began with residence halls in 1995-1996. The University has expanded electronic access control to all residential buildings as well as most campus buildings. Members of Public Safety conduct daily security patrols of residence halls to monitor building security. Fire Safety, Student Affairs, and Public Safety collaborate annually to conduct fire drills at every residential building on campus. All Residents receive safety training annually and are encouraged to maintain a safe and secure living environment. Residents are responsible for the behavior of their unaffiliated guests. As such, guests should remain with their hosts and refrain from roaming about campus unattended. Guests and visitors are required to comply with University rules and regulations.

Maintenance and Security of Campus Facilities

The University maintains a strong commitment to campus safety and security. Members of Public Safety conduct routine security patrols of campus buildings to monitor activity and assess buildings for potential security concerns. Members of Public Safety are required to report hazardous and unsafe conditions during their routine patrols. Public Safety works closely with Facilities Management to address burned-out lights promptly as well as malfunctioning door locks or other physical conditions that enhance security. Public Safety encourages our campus community to report inoperative exterior lights, malfunctioning emergency phones, and other hazardous conditions immediately to Public Safety or Facilities Management, at which time they will be given the highest priority to assure the completion of necessary repairs.

Reporting Crimes

Individuals are encouraged to report all criminal activity to Public Safety. Public Safety can assist students or employees in reporting criminal activity to appropriate law enforcement authorities, including the Lexington Police, Rockbridge County Sheriff's Office, or Virginia State Police. A Crime Log is maintained in the Public Safety Office and can be reviewed upon request at the Public Safety Dispatch Desk, which is staffed 24/7 every day of the year.

Individuals who become victims of crime are encouraged to immediately report to Public Safety at (540) 458-8999. The sooner the victim reports the crime to Public Safety, the more accurate the information will be, and Public Safety can promptly act to ensure the safety of the W&L community. The Public Safety officers are on duty 24 hours per day, seven days per week. In addition to the 24-hour patrol coverage, the Public Safety Office, located on East Denny Circle, is staffed 24 hours daily. Any Public Safety Officer will take a report of crime. The Public Safety Department will investigate all criminal activity reported. Reports may also be made to the Lexington Police Department by calling 911 or (540) 463-9177, the Rockbridge County Sheriff's Office by calling (540) 463-7328, or the Virginia State Police by calling (804) 674-2000.

Regardless of how these incidents are reported, it is critical to the safety of the community that all incidents are reported to the appropriate authorities, with the W&L Department of Public Safety or external law enforcement agencies, including when the victim of a crime elects not to, or is unable to make such a report. This will ensure appropriate follow up actions such as assessment for a Timely Warning or Emergency Notification can be taken. Should a victim be unable to immediately report a crime, they are encouraged to do so as soon as they are able.

Students and employees who do not wish to contact Public Safety are encouraged to report

criminal offenses to any of the following University administrators: Vice President of Student Affairs, Dean of Students, Dean of Student Engagement and Leadership, Senior Associate Dean of Students and Dean of First-Year Experience, Assistant Dean of First-Year Experience, Associate Dean of Student Affairs, Associate Dean of Students, Assistant Dean of Students, Assistant Dean and Director of Housing and Residence Life, Associate Director of Residence Life, Title IX Coordinator and Director of Disability Resources, Assistant Director of Student Leadership, Assistant Dean of Student Leadership, , Director of Outdoor Education and Recreation, Michael F. Walsh Director of Athletics and Professor of PE, Associate Dean of Law Student Affairs, Community, and Belonging, Associate Director of International Education, and Executive Director of Human Resources. Criminal offenses reported to the Public Safety Department or to one of the designated administrators will be investigated, and those that fall into one of the required reporting classifications will be disclosed as statistics in the University's annual compliance information. Public Safety has a good relationship with Lindley Counseling and is sometimes called to do wellness checks on students. Public Safety encourages counselors to inform their clients to report crimes voluntarily and provides methods for them to do so confidentially or anonymously.

A confidential report may also be made by speaking to a pastoral counselor or a professional counselor. Under the Clery Act, any employee who is a licensed medical, clinical, or mental-health professional, when acting in that role in the provision of services to a patient is not considered a Campus Security Authority. Nor are pastoral counselors when serving in a ministerial role for students, faculty or staff. The University does encourage pastoral and professional counselors to inform patients about available procedures for reporting crimes on a voluntary, confidential basis for inclusion in the disclosure of crime statistics. When acting in a non-clinical capacity, the Director of Counseling Services will be required to disclose any reports made directly to Public Safety. Any information provided to a counselor will not be provided to the University, Public Safety, or local law enforcement without the consent of the reporting party unless deemed necessary to fulfill time warning or emergency notification requirements.

A crime victim should also be aware that, although the report is confidential, federal law may require a Timely Warning notification to be posted. If such a warning is required, the victim may be made aware, when possible, before dissemination of the notification; the notification will not include the victim's name or any other specific information that would otherwise cause the victim to be identified.

Silent Witness/Anonymous Reporting

If you are a victim of a crime and do not want to pursue action within the University conduct system or the criminal justice system, you may still want to consider making a confidential report. Confidential reports of crimes that will not reveal your identity may be made by using the anonymous crime reporting form at https://cm.maxient.com/reportingform.php?WLUniv&layout_id=71. Reports filed in this manner will be counted in the annual crime statistics but will only be further investigated if the information provided leads Public Safety to believe that someone may be in imminent danger, and where the information provided is sufficient to allow for follow-up investigation. Incidents may also be reported via the LiveSafe app. The LiveSafe enables direct and discreet two-way communication with Public Safety using text, picture, video, and audio. It also lets you virtually

walk your friends home with the "safewalk" feature. Students participating in the Spring Term Abroad program can also report incidents anonymously through the Study Abroad Incident form at https://managementtools4.wlu.edu/WLUForms/WLU/Default.aspx?Form=3554.

Sex Offenders Registry

In accordance with the Campus Sex Crimes Prevention Act, law enforcement agency information concerning registered sex offenders may be obtained from the Virginia State Police online at https://www.vspsor.com/. In the Commonwealth of Virginia, convicted sex offenders must register with the Sex Offender and Crimes Against Minors Registry. The Registry was established pursuant to § 19.2-390.1 of the Code of Virginia. Every person convicted on or after July 1, 1997, including juveniles tried and convicted in the circuit courts pursuant to § 16.1-269.1, whether sentenced as adults or juveniles, of an offense for which registration is required, shall be required as a part of the sentence imposed upon conviction to register and reregister with the Commonwealth's Department of State Police as provided in this section.

In addition, all persons convicted of violations under the laws of the United States or any other state substantially similar to an offense for which registration is required shall provide to the local agency all necessary information for inclusion in the State Police Registry within ten days of establishing a residence within the Commonwealth. Any person required to register shall also be required to reregister within ten days following any change of residence, whether within or outside of the Commonwealth. Nonresident offenders entering the Commonwealth for employment, to carry on a vocation, volunteer services, or as a student attending school who are required to register in their state of residence or who would be required to register under this section if a resident of the Commonwealth shall, within ten days of accepting employment or enrolling in school in the Commonwealth, be required to register and reregister pursuant to this section. For purposes of this section, "student" means a person who is enrolled on a full-time or part-time basis in any public or private educational institution, including any secondary school, trade or professional institution, or institution of higher education.

Information concerning offenders registered with the Sex Offender and Crimes Against Minors Registry may be disclosed to any person requesting information on a specific individual in accordance with the law. Information regarding a specific person requested pursuant to the law shall be disseminated upon receipt of an official request form that may be submitted directly to the Commonwealth's Department of State Police or to the State Police through a local law-enforcement agency. The Department of State Police shall make Registry information available, upon request, to criminal justice agencies, including local law enforcement agencies, through the Virginia Criminal Information Network (VCIN). Registry information provided under this section shall be used for the purposes of the administration of criminal justice, for the screening of current or prospective employees or volunteers, or otherwise for the protection of the public in general and children in particular. Uses of the information for purposes not authorized by this section are prohibited, and a willful violation of this section with the intent to harass or intimidate another shall be punished as a Class 1 misdemeanor.

The Virginia State Police maintains a system for making certain Registry information on violent sex offenders publicly available by means of the internet. The information made available includes the offender's name; all aliases which the offender has used or under which the offender

may have been known; the date and locality of the conviction and a brief description of the offense; the offender's date of birth, current address and photograph; and such other information as the State Police may from time to time determine is necessary to preserve public safety. The system is secure and cannot be altered except by or through the State Police. The system is updated daily with newly received registrations and re-registrations.

Timely Warning & Emergency Notifications

Public Safety will provide Timely Warning Notifications, also known as Campus-Wide Alerts, to the University community in cases of crimes and other emergency situations that occur in or near the W&L campus, are reported to either Public Safety or local law enforcement, and are considered to represent a serious and continuing threat to students, faculty, and staff members or their property. These notices will be posted at various locations on campus and will also be sent via campus-wide e-mail.

W&L uses several different systems and methods of communication to alert students, faculty, staff, and others of a significant emergency. These include, as appropriate to the type and scope of the emergency:

- Mass emails to wlu.edu accounts
- Text alerts to mobile phones through the "Generals Alerts" system (be sure to log in at http://go.wlu.edu/general-alerts at least annually to check that your contact information is accurate and to update your account when any of your contact information changes)
- Posting information to the W&L Emergency Website (http://emergency.wlu.edu) and main W&L Website (www.wlu.edu)
- Social media: Facebook (http://www.facebook.com/washingtonandlee) and Twitter (https://twitter.com/wlunews)
- LiveSafe App (http://go.wlu.edu/livesafe)
- Broadcast media: TV stations (WDBJ-7, WSLS-10, WSET-13), Radio stations (WREL-1450 AM, WWZW- 96.7 FM, WMRA- 89.9 FM, WKDW- 900 AM, WLUR- 91.5 FM)
- Other possible alternative methods (bullhorns, flyers, building runners, personal emails, phone calls)

In the event of a significant emergency, the Vice President of Student Affairs, in coordination with the Vice President for Communications and Strategic Initiatives, will determine which of the notification systems will be utilized to communicate with the community. Notifications will provide information about the nature of the emergency, what to do, and where to get additional details. Emergency updates and further information will be provided by postings to the listed websites, emails or texts to the campus community, and other methods as needed. Notifications are not segmented to specific areas of the campus community.

Timely Warning Notification

A Timely Warning Notification is defined as an alert notice provided to inform the community about a "serious or continuing threat to students, faculty, staff, and guests." Timely warnings are provided to alert the community to threats related to or arising from crimes specified in the Clery Act that are reported to a Campus Security Authority (CSA) and have occurred within the University's Clery geography. Although Clery does not define "timely," because the intent of a warning is to enable individuals to take protective steps, a warning will be issued as soon as the

pertinent information is available. Timely warnings withhold the name(s) or identifying information of any victim but may have identifying information for a possible suspect(s).

The Chief Public Safety Officer or designee, in consultation with the Vice President of Student Affairs and Vice President for Communications and Strategic Initiatives, will make the decision to issue a timely warning of Clery crimes that may present a serious or ongoing threat or risk to members of the university. The on-duty Public Safety supervisor will inform the Chief Public Safety Officer or designee of any crime that may pose a serious or ongoing threat to the personal safety of students, employees, and guests. The Chief Public Safety Officer will confirm that a Clery Crime has occurred within the Clery geography of the university and was reported to a CSA. The Chief Public Safety Officer or designee, in consultation with the Vice President of Student Affairs, will determine whether the crime requires a timely warning. The W&L personnel who have the authority to develop the content of the timely warning, which includes the Chief Public Safety Officer and the Vice President of Student Affairs, may consult with the Vice President of Communications and Strategic Initiatives as needed.

Timely warnings are distributed to the campus community via email to any user who has a wlu.edu email address. In emergency situations or as necessary, they may also be distributed via Generals Alerts. If the warning is disseminated via a Generals Alert, this will be completed by the Vice President of Communications and Strategic Initiatives or designee. Timely warnings may also be posted on the Washington and Lee website and social media platforms if deemed appropriate. To alert the larger non-W&L community, timely warnings may be posted on the University's social media platforms or the University website if deemed necessary by the Chief Public Safety Officer in consultation with the Vice President of Student Affairs and the Vice President of Communications and Strategic Initiatives.

Emergency Notification

Emergency Notification is defined as an alert notice provided to inform the campus community about a "significant emergency or dangerous situation involving an immediate threat to the health and safety of students, faculty, staff, and guests." Washington and Lee University will, without delay and taking in account the safety of the community, determine the content of the notification and initiate the notification system unless using the notification system will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. If an emergency notification is made, the University does not need to also issue a timely warning about the same incident or situation.

Emergency notifications are authorized by the Chief Public Safety Officer in consultation with the Vice President of Student Affairs and Vice President of Communications and Strategic Initiatives. Once the situation has been resolved and it is determined to be safe to return to normal activity, an "all clear" message may be distributed via the same method of notification used for that incident (i.e. email, Generals alert, etc.).

Crime Prevention Education and Awareness

Members of Public Safety provide training to the University community on how to respond to emergency situations, offer education on crime prevention, and provide access to emergency resources. Members of Public Safety provide training to new employees at employee orientation

held twice a year in the fall and spring. A law enforcement panel comprised of Members of Public Safety and local law enforcement provides education on crime prevention annually to incoming students at orientation. Student Affairs has a liaison program with various student groups, including Greek Life and international students where they provide education on crime prevention and information on emergency resources.

Notice of Rights and Options (NORO)
Upon reporting a crime, victims will be provided written notification regarding services available (i.e. counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistances, etc.)

Emergency Numbers

- Public Safety: 540-458-8999
- Student Health Center: 540-458-8401
- 911
- 988
- Poison Control: 1-800-222-1222

After-Hours Medical or Mental Health Concerns

- W&L Student Health Center: 540-458-8401
  Your concern will be assessed by a nurse who will follow internal guidelines for after-hours medical and crisis triage.
- TELUS Health for mental health concerns or after-hours assistance with crisis triaging. - Download the app or 1-866-743-7732 to talk or text.

Sexual Misconduct Resources
For immediate help or safety concerns

- W&L Public Safety: 540-458-8999
- Dial 911

For Immediate Medical or Psychological Care

- Get somewhere safe. You may come to the Student Health Center at any time 24/7 for safety and support. Contact someone who can help you (a friend, police, parents or victim-advocate agency).
- Seek medical attention as soon as possible after sexual assault or abuse. Even if you do not want to report the assault to the police, you may have injuries or health risks that need medical attention.
- If you wish to pursue physical evidence collection for possible prosecution you should not shower, brush your teeth, eat, drink or change your clothes, in order to preserve the most evidence. A forensic examination for physical evidence collection must be performed by a trained forensic nurse examiner and should be completed as soon as possible. Even if you have eaten or showered, some physical evidence can still be collected up to 72-120 hours (3-5 days) after an assault.
- Student Health Center: 540-458-8401
  For a safe place and access to information about resources, next steps and campus-based medical and counseling services and support.

- Project Horizon: 24-hour crisis hotline 540-463-2594. 120 Varner Lane, Lexington, VA For community-based advocacy, services and support for those affected by dating, domestic and sexual violence. Project Horizon can coordinate a sexual assault forensic evidence collection exam locally.
- Carilion Rockbridge Community Hospital: 1 Health Circle, Lexington, VA. 540-458-3300. Public Safety can assist with transportation.

Alcohol Emergencies

- Student Health Center: 540-458-8401
- W&L Public Safety: 540-458-8999

Mental Health

- Lindley Counseling: 540-458-8590
- TELUS Health for mental health concerns. Download the app or 1-866-743-7732 to talk or text.
- Crisis Text Line: Text "GO" to 741-741 (free, 24/7, confidential)
- Suicide Prevention Lifeline: 1-800-273-TALK (8255)
- Rockbridge Area Community Services Behavioral Health Crisis Hotline: 1-855-222-2046
- Mental Health Treatment Finder: https://www.samhsa.gov/find-treatment

Helping Others

- Faculty, staff, family, or friends concerned about the mental health of a student may contact University Counseling for advice.
- For information about signs and symptoms of suicidal behavior or for information about helping a friend in crisis, please visit our health library resources at go.wlu.edu/healthlibrary.
- If you are worried about a student who refuses to seek help, consider contacting the Dean of Students, who has the authority to act to preserve the safety of the student, or others.

Personal Safety

- Public Safety Office: 540-458-8999.
  If you are being stalked, threatened, or have concerns about your personal safety, the Public Safety Office can help and get you home safely.
- Traveller: 540-458-8900
  If you need a safe ride, Traveller can dispatch a vehicle to get you home.

Sexual Misconduct

All forms of sexual misconduct are an affront to human dignity and fundamentally at odds with the values of Washington and Lee University ("W&L" or "University"). The University is committed to fostering a climate free from sexual misconduct through clear and effective policies, a coordinated education and prevention program, and prompt and equitable procedures for the resolution of complaints that are accessible to all. The University does not discriminate based on sex or gender in any of its education or employment programs and activities. To that end, the University prohibits specific forms of behavior in the University's Interim Sexual Discrimination and Misconduct Policy ("Policy"). This includes sexual assault, dating and domestic violence, and stalking, which is referred to as "sexual misconduct" throughout this

document. All members of the community are encouraged to report behaviors that may violate the Policy and to take reasonable and prudent actions to prevent acts of sexual misconduct. The University prohibits retaliation and defines it as follows: Retaliation means to intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or granted under or exercised pursuant to this policy, or because the individual has made a report or complaint; assisted, participated, or refused to participate in any manner in an investigation, proceeding, or hearing under this policy; or engaged in bystander intervention of sexual misconduct.

W&L does not tolerate prohibited discrimination, harassment, sexual misconduct, or retaliation of any kind. The University seeks to eliminate all forms of prohibited discrimination, harassment, sexual misconduct, or retaliation by providing resources for prevention, intervention, education, and a fair conduct process. The Harassment and Sexual Misconduct Board (HSMB) has jurisdiction over the following matters:

- Allegations of student conduct in violation of the University's Policy on Prohibited Discrimination, Harassment, and Retaliation Other Than Sex ("Policy") at *go.wlu.edu/OGC/DiscriminationPolicy*. The Policy prohibits discrimination, including harassment, on the basis of race, color, religion, national or ethnic origin, ethnicity, age, disability, military status, and genetic information in its educational programs;
- Allegations of student conduct and Title IX complaints in violation of the Interim Sexual

Discrimination and Misconduct Policy at *go.wlu.edu/OGC/SexualMisconductPolicy*. Washington and Lee University encourages all individuals to seek help and immediately report incidents of sexual misconduct. Student Affairs professionals, clinicians in the Lindley Center for Student Wellness, and the Title IX Coordinator and Assistant Title IX Coordinator(s) are available as resources for support and to understand policies and procedures related to complaints of sexual misconduct. Designated university investigators are specially trained to respond to sexual misconduct complaints. Below is a list of emergency numbers, law enforcement contact information, and confidential and non-confidential resources.

Resources Contact Information

Emergency Numbers

- Public Safety: 540-458-8999
- Student Health Center: 540-458-8401
- 911
- 988
- Poison Control: 1-800-222-1222

Law Enforcement Contact Information

- 911
- Lexington Police Department: (540) 462-3705
- Rockbridge County Sheriff's Office: (540) 463-7328
- W&L Public Safety: (540) 458-8999

Confidential Resources

Medical Care

- W&L Student Health Center Phone: 540-458-8401 Location: 200 Generals Lane
- Carilion Rockbridge Community Hospital: Phone: 540-458-3300 Location: 1 Health Cir. Lexington, VA 24450.
- Project Horizon 540-463-2594. Project Horizon can help coordinate a forensic exam to be conducted locally. The purpose of a forensic exam is to document and collect evidence of sexual contact and/or physical trauma. Individuals are not required to report an incident to law enforcement or the University in order to receive a forensic exam.

Counseling/Professional Support Resources

- Lindley Counseling (students only): 540-458-8590
- TELUS Health (students): Free teletherapy for counseling, support, and skill building 24/7. Download the app or call 866-743-7732. If calling from outside the US, dial 001-416-380-6578.
- Project Horizon: 540-463-2594
- Employee Assistance Program (EAP) (employees): 800-992-1931

Hotlines

- **Virginia State Domestic & Sexual Violence Hotline (VSDS)**
  (800) 838-8238 (24-hour hotline)
  http://www.dss.virginia.gov/community/dv/
- **National Domestic Violence Hotline (NDV)**
  (800) 799-7233 (SAFE)
  https://www.thehotline.org/
- **Rape, Abuse and Incest National Network (RAINN)**
  (800) 656-4673
  www.rainn.org

Nonconfidential Resources

Nonconfidential resources can provide support, information about University or other resolution options, and referrals to resources. These resources include Public Safety, local law enforcement, the Title IX office, the Dean of Student's Office, and Human Resources.

- 911
- Lexington Police Department: (540) 462-3705
- Rockbridge County Sheriff's Office: (540) 463-7328
- W&L Public Safety: (540) 458-8999
- Dean of Students Office: (540) 458-8754
- Dean on Call 24/7 by calling Campus Public Safety: (540) 458-8999
- Title IX Coordinator: (540) 458-4055
- Executive Director of Human Resources: (540) 458-8250

Reporting

There are University conduct procedures available to all students and employees reporting instances of sexual misconduct, as specified and incorporated in the University's Interim Sexual Discrimination and Misconduct Policy found at https://my.wlu.edu/general-counsel/code-of-policies/discrimination-harassment-and-retaliation/sexual-discrimination-and-misconduct-policy.

The policy and the procedures are designed to provide prompt, fair, and impartial investigation and resolution processes from the initial investigation to the final result. Impartial investigations will be conducted by individuals who have received annual training on the issues related to sexual misconduct cases (including domestic violence, dating violence, sexual assault, and stalking). The procedures also address supportive measures that can include, but not be limited to, changes in academic, living, transportation, and working situations and no-contact directives. Supportive measures are available upon a report if they are reasonably available, regardless of whether or not the student or employee chooses to report to local law enforcement or proceed with a formal complaint under the University's Interim Sexual Discrimination and Misconduct Policy. The University will maintain the confidentiality of any supportive measures provided to the complainant, to the extent that maintaining such confidentiality does not impair the University's ability to provide the supportive measure.

Possible Supportive Measures

- Access to counseling services and assistance in setting up initial appointments, both on and off-campus;
- Education and/or discussion;
- Extensions of deadlines or other course-related adjustments;
- Providing alternative course-completion options or work arrangements;
- Change in class schedule, including the ability to transfer course sections or withdraw from a course without penalty;
- Change in work schedule or job assignment;
- Change in student's University-sponsored or University-controlled housing;
- Assistance from University support staff in completing housing relocation;
- Limit of an individual's or organization's access to certain University facilities or activities;
- Voluntary leave of absence;
- Providing an escort to ensure safe movement between classes and activities;
- Arranging a meeting with law enforcement or W&L Public Safety;
- Providing medical services; and/or
- Any other measure that can be tailored to the involved individuals to achieve the goals of this policy.

All individuals are encouraged to report concerns about the failure of another individual to abide by the terms of any implemented supportive measure. The University can impose disciplinary sanctions for failing to abide by a University-imposed supportive measure, such as a mutual no-contact directive. For employees or volunteers, discipline will be handled by the Executive Director of Human Resources, the Provost's office, or a department head. For students, the Dean of Students has the discretion to address alleged violations of supportive measures by taking administrative actions, disciplinary or otherwise, or referring the matter for a formal conduct charge.

No Contact Directive

A University no contact directive is an example of a supportive measure that can be provided by the Title IX Coordinator. A no contact directive prohibits any direct or indirect contact between two individuals. Failure to comply with a University no contact directive will subject the violator

to a range of possible measures, including discipline from the Dean of Students, other administrative measures, or referral for a formal conduct charge.
When sexual misconduct has occurred, it may be possible to obtain a court-ordered emergency or preliminary protective order. These protective orders may be issued if the judge or magistrate believes that there is an immediate threat to health or safety. Later, after a full hearing, the court may agree to issue a "permanent" protective order, in appropriate cases. A permanent protective order may remain in place for up to two years under Virginia law and, in some cases, may be extended for an additional two years.

Students or employees may speak with Project Horizon's legal advocate, who can explain the process for seeking a protective order and can escort a student or employee to the appropriate office to initiate a petition seeking a protective order. Information about filing a protective order is also available online:
https://www.vacourts.gov/courtadmin/aoc/djs/programs/afapo/home.html.

"Protective orders" are separate and distinct from "no-contact directives" (described above). Protective orders may be obtained only from a court of law and are enforceable anywhere in the United States; their violation may result in criminal charges. In contrast, the Title IX Coordinator issues no-contact directives, which are enforceable through the University.

Reporting to Law Enforcement
Individuals are urged to report any sexual misconduct to local law enforcement immediately. Law enforcement officers have unique legal authority to seek and execute search warrants, to collect forensic evidence that may have been left at the scene or at other relevant locations, and to make an arrest when supported by probable cause to believe a crime has been committed.

Law enforcement can be reached by calling 911 or one of the following numbers:

- Lexington Police Department: 540-463-9177
- Rockbridge County Sheriff's Office: 540-463-7328

Incidents that occur within the city of Lexington fall within the jurisdiction of the Lexington Police Department. Incidents that occur within the County of Rockbridge fall within the jurisdiction of the Rockbridge County Sheriff's Office. If you are uncertain where the incident occurred or which agency to contact, W&L Public Safety (540-458-8999) can help you determine which agency has jurisdiction and help you to report the matter to that agency if you wish.

The Rockbridge Victim/Witness Assistance Program is designed to ensure that victims and witnesses of criminal offenses receive fair and compassionate treatment throughout the criminal justice process. The Victim/Witness Assistance contact person can provide information and resources to assist an individual in understanding a law enforcement investigation or criminal prosecution. The program can be reached at 540-464-5917.

Project Horizon can provide confidential information about criminal reporting, as well as civil and criminal court proceedings. To speak with Project Horizon's legal advocate, call 540-463-8761.

Individuals may report prohibited conduct to the police, to the University, to both, or to neither. Individuals may simultaneously pursue criminal and formal University action. Individuals have the right to notify law enforcement or decline to do so.

University Reporting Resources

Making a report to the University means notifying the Title IX Coordinator or another University employee with the authority to institute corrective measures regarding complaints of sexual misconduct of an incident of sexual misconduct in person, by telephone, in writing, by email, or through an online report. A request may accompany a report:

- for supportive measures,
- to file a formal complaint to initiate a formal resolution process; or
- for no further action.

All W&L community members are encouraged to report all incidents of sexual misconduct or retaliation directly to the Title IX Coordinator or Assistant Title IX Coordinator for Employment, or, if after hours, to Public Safety.

- **Lauren E. Kozak, Title IX Coordinator**
  Elrod Commons 237
  Phone: 540.458.4055
  Email: kozakl@wlu.edu
  Online Report: go.wlu.edu/sexualmisconductreport
- **Jodi Williams, Assistant Title IX Coordinator**
  Office of Human Resources
  Two South Main 109
  Phone: 540.458.8318
  Email: jwilliams@wlu.edu
- **Department of Public Safety**
  Public Safety Dispatch on E. Denny Circle
  Phone: 540.458.8999
  Available 24 hours a day/7 day a week/365 days a year

Anonymous Reporting

With the exceptions of Authorized Employees and Mandatory Reporters, who are described in the Policy, any individual may make an anonymous report concerning incidents of sexual misconduct. An individual may report the incident without disclosing their name, identifying the respondent, or requesting any action. Depending on the extent of information available about the incident or the individuals involved, however, the University's ability to respond to an anonymous report may be limited. The Anonymous Sexual Misconduct Reporting Form can be found at: https://cm.maxient.com/reportingform.php?WLUniv&layout_id=3. The Title IX Coordinator will receive the anonymous report and will determine how to proceed, as appropriate and in compliance with all federal and state legal obligations.

Timeliness of Report & Location of Incident

Complainants and third-party witnesses are encouraged to report incidents of sexual misconduct as soon as possible in order to maximize the University's ability to respond promptly and effectively. However, there is no time limit on reporting violations of this policy. If the respondent is no longer a student or employee, the University may not be able to proceed with a resolution process and/or take disciplinary action against the respondent, but it will offer and provide supportive measures to a complainant. An incident does not have to occur on campus to be reported to the University. Off-campus conduct may be covered, including conduct that occurs in the City of Lexington, City of Buena Vista, and County of Rockbridge, conduct that occurs in connection with University programs or events, and conduct that results in a continuing adverse effect while on campus or other property owned or controlled by the University or in any University employment or education program or activity. The University will process all complaints regardless of where the conduct occurred to determine whether Title IX or other University conduct provisions contained in this policy may apply.

Resolution Process

After a report of sexual misconduct, the University will provide the complainant a written notification of rights and options as well as resources and services available at Washington and Lee and in the local community. This will be provided regardless of whether or not the incident occurred on or off campus. This written notification will include:

- Counseling and health resources, victim advocacy resources, legal assistance, visa and immigration assistance, and other any additional services available for complainants at the University or in the local community;
- How to request changes to academic, living, transportation, and working situations or obtain other supportive measures such as a University no contact directive;
- Inform the complainant of the importance of preserving evidence as may be necessary in a criminal process or in obtaining a protective order, and how to obtain a PERK;
- Options regarding law enforcement, including the option to notify law enforcement, be assisted by campus authorities in notifying law enforcement, and decline to notify law enforcement, and/or seek a protective order; and
- Inform the complainant of resolution options, including the option to file a formal complaint to begin the University resolution process.

Filing a Complaint

Regardless of whether a complainant chooses to pursue criminal prosecution, a complainant may decide to initiate a formal complaint under Washington and Lee's Interim Sexual Discrimination and Misconduct Policy. Procedures under this policy are summarized below, but for full procedures, individuals should review the University policy at go.wlu.edu/OGC/SexualMisconductPolicy.

A formal complaint begins either informal resolution or the University's investigation and hearing process. Discipline cannot be imposed against a student without first filing a formal complaint. A formal complaint is filed by submitting a written document. This document can be submitted to the Title IX Coordinator in person, by mail (204 W. Washington St, Washington and Lee University, Lexington VA 24450), email (kozakl@wlu.edu), or by submitting an online report at go.wlu.edu/OGC/sexual-misconduct. To constitute a formal complaint the written

document must allege sexual misconduct against a respondent and request that the University investigate the allegation. The formal complaint must include the complainant's physical or digital signature, or in some way indicate that the complainant is the person filing the formal complaint.

After receiving a formal complaint, the Title IX Coordinator will determine whether the alleged conduct constitutes Title IX sexual harassment or non-Title IX sexual misconduct. Sexual assault, stalking, and dating and domestic violence constitute Title IX sexual harassment if the conduct occurs in a University program or activity in the United States. Sexual assault, stalking, and dating and domestic violence constitute non-Title IX sexual misconduct if it does not occur in a University program or activity in the United States, but (i) is allegedly committed by a student in the City of Lexington, the City of Buena Vista, or the County of Rockbridge, (ii) occurs in a University program or activity outside the United States, or (iii) the conduct has a continuing adverse effect for a complainant while on campus or other property owned or controlled by the University or in any University employment or education program or activity.

Upon receipt of a formal complaint, the Title IX Coordinator will send a notice of allegations letter to the respondent and the complainant. The letter provides basic details of the formal complaint (complainant's name, the specific policy violation alleged, date of the policy violation, approximate time, location, brief description of the allegations). It will also state whether the formal complaint will be proceeding as Title IX sexual harassment or non-Title IX sexual misconduct. A decision that Title IX does not apply to the formal complaint may be appealed. Throughout the formal complaint process, complainants and respondents can expect the following:

- Prompt, fair, and impartial resolution of allegations of sexual misconduct;
- Privacy in accordance with the Policy and any legal requirements;
- Written notice of any extension of time frames for good cause with the reason for the delay;
- A process conducted in a manner that is consistent with University policy and transparent to both parties;
- Timely notice of meetings at which they may be present;
- Timely and equal access to information that will be used during the investigation disciplinary process;
- The process will be conducted by officials who do not have a conflict of interest or bias for or against the complainant or respondent and have received annual training on sexual misconduct and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability;
- The opportunity to choose an advisor to provide support, guidance, or advice, including the right to have that advisor attend any meeting or proceeding at which the party's presence is contemplated by the Policy;
- Reasonably available supportive measures, as described in the Policy;
- The opportunity to offer information, present evidence, and identify witnesses during the formal complaint investigation and disciplinary process;
- Written notice of the outcome, including the determination of a policy violation, imposition of any sanction(s), and the rationale for each, provided simultaneously to both the complainant and the respondent.

Informal Resolution of Formal Title IX Complaints

Informal resolution is a method to resolve a formal complaint of sexual misconduct without an investigation and a hearing. When appropriate, and requested by the parties, a formal complaint may be resolved through informal resolution. Informal resolution is a voluntary, collaborative process intended to assist parties in finding a resolution to a report of misconduct.

During informal resolution the parties may reach an agreement that may include measures agreed to by a respondent. The parties are not required to reach an agreement and the parties may stop informal resolution at any time prior to reaching an agreement and continue with the investigation and hearing process. Likewise, the parties may request to begin informal resolution at any time prior to a decision on the formal complaint.

Investigation

Unless informal resolution is in process, an investigator will be appointed to investigate the allegations in the formal complaint. The investigation is a neutral fact-gathering process. The respondent is presumed to be not responsible; this presumption may be overcome only where a Harassment and Sexual Misconduct Board hearing panel concludes that there is sufficient evidence, by a preponderance of the evidence, to support a finding that the respondent violated the policy.

Neither party is required to participate in the investigation. If a party chooses not to participate in an investigation, the investigation and hearing may still proceed based on the information available. If a complainant does not choose to participate, it may limit the ability of the investigators to gather evidence.

After the investigator has finished gathering information (within thirty calendar days), but before the investigator completes the investigation report, all information gathered during the investigation that is directly related to the allegations will be shared with the parties and their advisors. While the parties and their Advisors will be able to view the evidence, they are prohibited from downloading, printing, copying or sharing in any way the documents and evidence, and must adhere to the privacy and confidentiality requirements of the law, the University, and this policy. The parties will have ten days to respond to this information in writing. After receiving the written responses, the investigator will have ten days to draft an investigation report that summarizes the relevant information. This report will be shared with the parties, and they have ten days to respond to the investigation report in writing. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Hearing

A panel of three members of the Harassment and Sexual Misconduct Board (HSMB) will be selected to thoroughly review the relevant evidence, hold a hearing, and reach a decision. The parties will have the opportunity to object to the appointment of any of the panel members on the basis of suspected bias, conflict of interest, or an inability to be fair and impartial.

Hearings will be live and may be conducted with all parties physically present in the same

geographic location, or, upon request of either party, all parties will appear at the hearing virtually with technology enabling the parties to simultaneously see and hear each other. At a hearing, the parties both have the option to give an opening statement to the HSMB hearing panel. After opening statements, the HSMB hearing panel may question the complainant, the respondent, any witnesses requested, and/or the investigators. For non-Title IX complaints against a student respondent, the parties may submit written questions to the Chair of the HSMB to ask on their behalf to the relevant party or witness. For Title IX complaints, questioning of the other party and witnesses can be conducted directly, orally, and in real time by the party's Advisor of Choice. After questioning has been completed, both parties have the option to give a closing statement to the hearing panel.

Sanctions

The standard of proof required is a preponderance of the evidence, i.e., the evidence demonstrates that it is more likely than not that the conduct occurred.

Sanctions that can be imposed against students include the following:

- Dismissal
- Suspension (the HSMB can impose conditions for reinstatement to the University)
- Loss of privileges (will be tailored to the circumstances of the specific case, but can include denial of the right to participate in certain activities or use certain facilities)
- Change in on-campus residence
- Change in academic schedule
- Counseling consultation
- Required education
- Restitution
- Probation

Sanctions that can be imposed against employees include the following:

- Verbal or written warning;
- Requirement to utilize the Employee Assistance Program or other mandatory conditions, which may include training, or some other professional development;
- A no contact directive;
- Loss of privilege;
- Modified employment duties;
- Suspension with pay;
- Suspension without pay;
- Nonrenewal or non-reappointment;
- Demotion in rank or pay;
- Loss of rank;
- Denial of salary increase;
- Transfer to another position;
- Relocation of office;
- Dismissal from academic course if respondent is taking a course at the University;
- Termination or referral/recommendation for dismissal under the Faculty Dismissal Procedures; and/or
- Trespassing respondent from the University.

Potential sanctions for Complaints against non-students may range from:

- Verbal or written warning;
- Trespassing the respondent from the University;
- Dismissal from academic course if respondent is taking a course at the University; and/or
- Modification or termination of the non-employee's relationship with the University.

In addition to sanctions, remedies may also be available to the complainant at any time after a finding of responsibility against the respondent. The Title IX Coordinator, in consultation with others as necessary, will determine any appropriate additional remedies. Examples of potential remedies are provided in the list of supportive measures, but remedies are not limited to those supportive measures and do not need to avoid burdening the respondent. In the absence of a finding of responsibility, supportive measures may remain available to all parties.

Appeal

The chair of the HSMB will simultaneously notify the parties in writing the result of the disciplinary proceeding. The result will include sanctions imposed by the institution, as well as the rationale for the result and the sanctions. It will also include the process to appeal.
Within three calendar days of receiving the written decision, both parties may appeal the dismissal of a formal complaint or any allegation therein, the decision of the review officer's determination, and the sanction. The grounds for appeal can be found within the applicable procedures.

The parties will be simultaneously notified of any change to the result following an appeal, and when the results become final.

Confidentiality and Privacy

While the University cannot guarantee confidentiality, it is committed to protecting the privacy of individuals involved in a report of sexual misconduct and will take reasonable steps to protect the privacy of the parties and any witnesses. The University generally will not disclose personally identifiable information except when necessary, such as in the following circumstances:

- When the University has obtained prior consent from a person with the legal right to consent to the disclosure;
- When the information is disclosed to an authorized representative with the legal right to receive disclosures on behalf of the person whose personally identifiable information is at issue;
- To carry out the purposes of University Policy, including action taken to address sexual misconduct;
- As required by Federal Law, Federal regulations, or the terms and conditions of a Federal award or other funding agreement;
- When required by State or local law (such as Va. Code § 23.1-806); or
- When permitted under FERPA.

The University will comply with the Clery Act including but not limited to timely notice requirements for reports of misconduct that indicate a serious and continuing threat to the campus community, and annual Clery reporting obligations. The University will not use personally identifying information about the complainant in fulfilling its Clery obligations.

The University may share non-personally identifying information about reports received in aggregate form, including data about outcomes and sanctions. For Formal Complaints against students, public notices will be posted including information such as the nature of the conduct and charges for which a student Respondent was found "Responsible" or "Not Responsible," and sanctions imposed.

Definitions of Prohibited Sexual Misconduct & Relationship Violence
Washington and Lee University prohibits sexual misconduct and related relationship violence offenses constituting crimes under Virginia and/or federal law, specifically including sexual assault, domestic violence, dating violence, and stalking, as well as sexual misconduct prohibited under Section V of the University's Interim Sexual Discrimination and Misconduct Policy. A detailed summary of sexual assault, domestic and dating violence, stalking, and related federal and Virginia laws is set out below. For purposes of this section, "sexual misconduct" includes all such misconduct and criminal offenses outlined in the prior sentence.

The following is a paraphrase. For detailed information see the VA. Code sections cited.
NOTE: Victims of criminal offenses involving violence, force or threat that result in bodily injury or create reasonable fear of death, sexual assault, or bodily injury may obtain a protective order prohibiting contact and other conditions necessary to prevent further such acts. (19.2-152.8; 19.2-152.7:1) *This includes victims of dating violence, which is not a separate offense under Virginia law.*

Also, NOTE: Under Virginia law, victims of sexual assault are no longer required to cooperate with police or participate in the criminal justice system in order to be provided with forensic medical exams. (19.2-165.1)

1. **Rape** (18.2-61)
    - Vaginal sexual intercourse with a person against her/his will and by force.
    - Penalty: 5 years to life imprisonment
2. **Aggravated Sexual Battery** (18.2-67.3)
    - Sexual abuse (fondling) of the victim
        - through the victim's mental incapacity or physical helplessness OR
        - by force, threat or intimidation where either serious bodily harm or mental injury to the victim results or the assailant uses or threatens use of a weapon.
    - Penalty: 1 to 20 years imprisonment and a fine of not more than $100,000.
3. **Sexual Battery** (18.2-67.4)
    - Sexual abuse (fondling) of the victim
        - by force, threat, intimidation or ruse, against the will of the victim OR
        - intentionally and without the victim's consent on more than one occasion within a two-year period, or of more than one victim within a two-year period.

- Penalty: 12 months jail and/or up to $2,500 fine

4. **Attempted Rape and Other Attempted Sexual Offenses #1-5 above** (18.2-67.5)
    - Penalty:
        - Attempted Rape/Forcible Sodomy/Object Sexual Penetration = 2 to 10 years imprisonment and a fine of not more than $100,000.
        - Attempted Aggravated Sexual Battery = 1 to 5 years imprisonment OR 12 months in jail and/or up to $2,500 fine.
        - Attempted Sexual Battery = same penalty as Sexual Battery.
5. **Incest** (18.2-366)
    - Sexual intercourse between two people who are not permitted by law to marry.
    - Penalty: 12 months jail and/or up to $2,500 fine
6. **Stalking** (18.2-60.3 and 8.01-42.3)
    - Engaging in conduct on more than one occasion directed at another person, when the offender intends to place, or knows or should know that the conduct places, the other person in reasonable fear of death, criminal sexual assault or bodily injury to self or family.
    - Penalty: 12 months jail and/or up to $2,500 fine, plus an order prohibiting contact between the offender and the victim/victim's family. Additionally, victim may bring a civil suit for damages, whether or not criminal charges are filed.
7. **Domestic Violence** (18.2-57.2, 18.2-61 et seq., etc.)
    - "Family abuse" includes any act of violence, force, or threat resulting in bodily injury or placing one in reasonable apprehension of death, sexual assault, or bodily injury, including forceful detention, stalking, criminal sexual assault, or any other offense meeting those elements, which is committed against a member of the person's family or household member. Family or household member includes an individual's spouse, former spouse, parents, stepparents, children, stepchildren, siblings, half siblings, grandparents, grandchildren, in-laws, any individual who has a child in common with the person, and someone with whom the person has lived together and had conjugal relations in the last 12 months.
8. **Dating Violence** (federal law definition per 34 U.S.C. Section 12291(a)(ii))
    - "Dating violence" means 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 by the reporting party 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.
9. **Consent** (the following definition is from the Interim Sexual Discrimination and Misconduct Policy). (Note: Consent is not specifically defined by statute in the Commonwealth of Virginia.)
    - Individuals who choose to engage in sexual activity of any type must first obtain the consent of the other party. Consent is demonstrated through mutually understandable words and/or actions that clearly indicate a willingness to engage freely in sexual activity.
10. **Hate Crime** (8.01-42.1, 8.01-49.1, 18.2-57, 18.2-121, and 52-8.5)
    - Hate crime includes the following acts when these acts are committed because of the victim's race, religion, gender, disability, gender identity, sexual orientation,

or ethnic origin: (i) a criminal act committed against a person or his property with the specific intent of instilling fear or intimidation, or an act to restrain that person from exercising their Constitutional rights, (ii) any illegal act committed against a person or their property, and (iii) all other incidents, as determined by law-enforcement authorities, intended to intimidate or harass any individual or group.
- Penalty: minimum 6 months jail. Additionally, the victim may bring a civil suit for damages.

Educational and Prevention Programs

W&L is committed to taking proactive measures to address and prevent sexual misconduct, including outreach, prevention, and educational efforts. W&L has several offices, departments, and organizations that collaborate to spearhead its ongoing education efforts relating to sexual misconduct. W&L's educational programs are comprehensive, intentional, and integrated programming, initiatives, strategies and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that are culturally relevant and consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

Prevention programs include primary prevention and awareness programs for all incoming students and employees as well as ongoing prevention and awareness campaigns for the University community. These prevention programs focus on various content areas including: definitions of dating violence, domestic violence, sexual assault, stalking, and effective consent; addressing the root causes of sexual misconduct; promoting healthy relationships and sexual encounters; safe and positive options for bystander intervention; the effects of trauma; relationship between alcohol and sexual assault; and risk awareness and risk reduction. Incoming first-year students and new employees receive primary prevention and awareness programming as part of their orientations. Members of the University community receive training on what constitutes sexual misconduct and the definition of consent, the University's prohibition of sexual misconduct, policies and procedures relating to sexual misconduct, and the consequences of violating the University's policies and procedures. These programs also include information aimed at encouraging members of the University community to report incidents of sexual misconduct to the appropriate University and law enforcement authorities, including how and to whom reports may be made and the available support resources for complainants and respondents. The University offers more specific training for mandatory reporters, internal investigators, and adjudicators relating to its policies and procedures and how to report and respond to allegations of sexual misconduct. Various programs from the 2024 calendar year are described below.

<u>Primary prevention and awareness programs for all new students and employees</u>

<u>*U Got This Online Program*</u>. All incoming first-year undergraduate and law students complete this online training by Catharsis Productions. The online training program emphasizes several key concepts, including, but not limited to the following:

- Engaging and empowering bystanders: the program aims to engage and empower students to act to promote safe, healthy campus environments through scenarios that help students identify styles and strategies for intervention.
- Sexual assault: the program defines terms, develops an understanding of consent, and

builds empathy for survivors. It also addresses the role alcohol and drugs often play in sexual assault incidents.

- Relationship violence and stalking: the program defines terms, normalizes healthy relationships, helps students understand the spectrum of abuse, and educates students on how to identify red flags for unhealthy relationships.
- How to make a report of sexual misconduct and University and community resources if an individual experiences sexual misconduct.

Binge Thinking Online Program. All incoming undergraduate students complete this program by Catharsis Productions. While not specifically focused on sexual misconduct, it inspires students to reflect on their drinking behaviors and adopt low risk drinking strategies.

Bystander Intervention Program. All incoming first-year undergraduate and law students complete this in-person program in small groups. The program utilizes a staff and student facilitator to deliver the program. Utilizing skills-based training, bystander training helps students learn about the importance of being an effective bystander and that everyone has a role to play to reduce sexual misconduct; recognize situations where an incident may be occurring or where there may be risk by identifying behaviors on a continuum of violence; and practice safe and appropriate intervention skills.

Voices of W&L. All incoming first-year undergraduate students attend Voices of W&L. Voices of W&L is a theatrical performance that addresses typical high-risk behaviors that first-year students may encounter, including situations involving sexual assault and sexual harassment. Through skits and readings, the Voices of W&L presenters demonstrate bystander intervention and support of survivors, among other related behaviors and interactions. Following the performance, the University hosts a one-hour follow up discussion to provide an opportunity to clarify and reemphasize the role that each student plays in creating a safer environment at W&L.

Law Enforcement Panel for First-Year Students. Local law enforcement officers speak to students. This provides an opportunity for students to become familiar and comfortable with law enforcement.

1L Sexual Misconduct Policy Orientation. All first-year law students attend this program. This program includes a statement that the institution prohibits sexual misconduct; the definition of sexual misconduct; the definition of consent; possible sanctions or measures that the University may impose following a final determination of a disciplinary procedure; procedures that victims should follow if sexual misconduct occurs; the availability of supportive measures including no contact orders; the option to contact law enforcement or pursue a protective order; University disciplinary procedures; and on-and off campus resources for victim support.

Student Government and Conduct Processes for First-Year Students. All incoming first-year undergraduate students attend this program. The program includes a statement that the institution prohibits sexual misconduct; procedures that victims should follow if sexual misconduct occurs; the availability of supportive measures including no contact orders; the option to contact law enforcement or pursue a protective order; an overview of University disciplinary procedures; and on-and off campus resources for victim support.

International Student Discrimination and Harassment Orientation. First-year international students attend this program. The program includes a statement that the institution prohibits sexual misconduct; the definition of sexual misconduct; the definition of consent; possible sanctions or measures that the University may impose following a final determination of a

disciplinary procedure; procedures that victims should follow if sexual misconduct occurs; the availability of supportive measures including no contact orders; the option to contact law enforcement or pursue a protective order; University disciplinary procedures; and on-and off campus resources for victim support.

New Employee Orientation. All new employees attend a program. This program includes a statement that the institution prohibits sexual misconduct; the definition of sexual misconduct; the definition of consent; bystander intervention options to prevent or intervene when there is a risk of sexual misconduct; possible sanctions or measures that the University may impose following a final determination of a disciplinary procedure; procedures that victims should follow if sexual misconduct occurs; the availability of supportive measures including no contact orders; the option to contact law enforcement or pursue a protective order; University disciplinary procedures; on-and off campus resources for victim support; and employee reporting obligations when a sexual misconduct report is received.

Employee Harassment and Discrimination Prevention Online Program. All new employees must complete this online course. The course addresses the importance of recognizing and preventing unlawful harassment in the workplace. While not specifically focused on sexual misconduct, it encourages the creation of a supportive and inclusive environment where all forms of harassment and discrimination are reduced.

Ongoing Prevention and Awareness Campaigns

Bystander Intervention Discussion. An event for all student athletes to discuss in small groups potential barriers to intervention and how to overcome those barriers.

Take Back the Night. An event open to the entire University community to raise awareness about sexual assault. Programming included a speak-out for survivors, a speech, and a march. The Department of Health Promotion supports the student organizers of TBTN, who also table on campus the week of TBTN to share information about sexual assault.

Stand Up Speak Out. An event open to the entire University community to raise awareness about sexual assault. The Department of Health Promotion supports the student organizers of the event.

Healthy Relationship Panel. An event open to the entire University community. The Department of Health Promotion supports the student organizers of the panel.

Domestic Violence Employee Webinar. A webinar open to all employees to better understand domestic violence, how to identify an abusive relationship, and where to find resources to help those affected.

Domestic Violence Written Information. Written information distributed to all employees. Includes information about warning signs of domestic violence and resources to help.

CampusWell Online Health Magazine. Every two weeks all W&L students are emailed a link to CampusWell, an online health magazine designed specifically for college students. Students are encouraged to read each issue by the availability of prizes for student readers. Although geared for college students, employees also have access to CampusWell. Regularly the articles focus on an issue relating to sexual assault, dating and domestic violence, and stalking. Articles during the 2024 calendar year included, “You have options,” “After a report options,” “use these 6 simple scenarios when you need to explain consent to someone,” “What to do if you (or a friend) is being stalked,” Individuals can also access past articles on the topic on the website.

Training on W&L Sexual Misconduct Policy for Students and Employees. In-person training on

important aspects of W&L's Sexual Misconduct Policy including that the institution prohibits sexual misconduct; the definition of sexual misconduct; the definition of consent; possible sanctions or measures that the University may impose following a final determination of a disciplinary procedure; procedures that victims should follow if sexual misconduct occurs; the availability of supportive measures including no contact orders; the option to contact law enforcement or pursue a protective order; University disciplinary procedures; on-and off campus resources for victim support; and employee reporting obligations when a sexual misconduct report is received. Groups trained during 2024 calendar year include residence life staff, student peer counselors, law school Kirgis Fellows, University Library staff, Public Safety, Human Resources, Student Advisory Board, Fraternity and Sorority New Member Education, athletics coaches and staff, student affairs department, and spring term study abroad program faculty.

Traveller Water Distribution Program. Traveller safe ride program distributes bottled water to off-campus social events to ensure students have easy access to water.

Tabling in student union. Peer-led table in student commons to promote safety tips and provide portable drink covers to students. The Title IX Coordinator supports the student organizers of this event.

Written materials on reporting and University resources. All first-year students are provided with a resource card that lists important resources on and off campus for sexual misconduct. Posters are placed in residence halls that detail resources and reporting options for sexual misconduct. The first faculty agenda provided to all faculty includes information about reporting resources and links to the sexual misconduct policy and resources.

LiveSafe App. A mobile safety technology for the W&L community, empowers students, employees, and campus visitors to take charge of their own safety and to look out for those around them. LiveSafe has services such as a virtual walk home, immediate connection to W&L Public Safety to share information or make anonymous reports, the ability to summon emergency help, and access to important campus support resources and emergency procedures, even when unable to connect to the internet.

There are educational resources online on the University website designed to promote positive and healthy behaviors and relationships and to educate the campus community on reporting and resources for sexual assault, domestic/dating violence, and stalking (some of these can be found at https://my.wlu.edu/sexual-misconduct-resources).

University Policies and Procedures

Alcohol and Drugs Policy

Washington and Lee University supports the Commonwealth of Virginia laws on the licensing, distribution and consumption of alcoholic beverages. A fundamental principle of the Washington and Lee University Policy on Alcohol is that students are adults who are personally responsible for conforming their behavior to state and local laws and University policy. Washington and Lee Public Safety works with the Lexington Police, the Rockbridge County Sheriff, and the Virginia Alcoholic Beverage Control Board to promote awareness of and adherence to the alcohol laws.

Furthermore, Washington and Lee University supports the Commonwealth of Virginia and federal laws on the possession, use, sale, or transfer of illegal drugs/controlled substances and

tobacco products. It is the responsibility of all members of the University community to abide by those laws.

Through the appropriate University administrative offices, committees and organizations, Washington and Lee University conducts on-going educational programs to acquaint students with the Commonwealth of Virginia and federal laws on alcohol and other drugs, the health dangers of the abuse of alcohol and other drugs, and the medical and counseling resources available for students. A student who violates Washington and Lee University's alcohol and/or drug policies will be referred to the Office of the Vice President of Student Affairs to be handled administratively or by the Student Judicial Council. Resolution of the alleged violation will be handled in accordance with the University Policies on Alcohol and Other Drugs.

As a recipient of federal aid and federal grants, the University must certify under the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989 that it will take certain steps to provide a drug-free workplace. The possession, use, consumption, sale, dispensing, distribution or manufacture of alcohol or controlled substances is prohibited on University property, while conducting University business or as a part of University activities, except on occasions when the consumption of alcoholic beverages in a social setting is authorized and sponsored by the University. Employees who violate this policy will be subject to appropriate disciplinary action, consistent with local, state and federal law, which may include counseling, mandatory participation in an appropriate rehabilitation program, unpaid suspension from employment, loss of the privilege of operating a W&L vehicle, and/or termination of employment and referral for prosecution. Employees are prohibited from working, and from operating any W&L vehicle or equipment, while under the influence of alcohol or non-prescribed controlled substances. Employees using prescribed or over-the-counter medication are prohibited from operating W&L vehicles or equipment at any time when their ability to do so might be impaired by the medication. In addition, no passenger in a W&L vehicle may consume alcoholic beverages or use non-prescribed controlled substances while in the vehicle.

In furtherance of its commitment to a safe workplace and a safe learning environment, with a workforce free of alcohol or drugs that may impair judgment and job performance and result in injury to self or others, the University reserves the right to require testing of employees for alcohol (including medications containing alcohol) or illegal or controlled substances, on the basis of reasonable suspicion.

Any employees who are directly engaged in the performance of work pursuant to the provisions of a federal grant or contract are required under the Drug-Free Workplace Act to notify their supervisors within five days of a conviction for a drug-statute violation occurring in the workplace. Additionally, employees must report any drug-related or alcohol-related misdemeanor or felony conviction to the Office of Human Resources (see p. 61 of the Employee Handbook).

In accordance with the Drug-Free Schools and Communities Act of 1989, the University distributes annually to employees information on applicable legal sanctions found at https://my.wlu.edu/general-counsel/code-of-policies/alcohol-drugs-safety/drug-free-

workplace-and-drug-free-schools/selective-summary-of-laws-governing-alcohol-and-drugs and health risks found at https://my.wlu.edu/general-counsel/code-of-policies/alcohol-drugs-safety/drug-free-workplace-and-drug-free-schools/health-effects-of-drugs-and-alcohol associated with the unlawful possession or distribution of alcohol or illegal drugs, and a description of drug and alcohol treatment programs found at https://my.wlu.edu/general-counsel/code-of-policies/alcohol-drugs-safety/drug-free-workplace-and-drug-free-schools/rockbridge-area-substance-abuse-treatment-facilities available to members of the University community. Separate from the legal requirements, the University is concerned with the health and well-being of members of the University community. Employees may contact the executive director of Human Resources, in confidence, for referrals or information regarding available and appropriate substance counseling, treatment or rehabilitation programs. In addition, employees may avail themselves of the Employee Assistance Plan, found at https://my.wlu.edu/human-resources/benefits/health-dental-and-voluntary-vision-benefits/employee-assistance-program which provides confidential consultation and resources for issues such as child care and elder care; alcohol and drug abuse; life improvement; difficulties in relationships; stress and anxiety with work or family; depression; personal achievement; emotional well-being; financial and legal concerns; and grief and loss. The University group health plan offers comprehensive coverage for substance abuse treatment, and patients may make direct contact with the insurer with no physician or employer referral required.

Missing Student Notification Policy

The Missing Student Notification Policy is available at: http://www.wlu.edu/general-counsel/code-of-policies/alcohol-drugs-safety/missing-student-notification. For the purposes of this policy, a student may be considered to be a "*missing person*" if the student's absence from campus is contrary to his or her usual pattern of behavior and W&L has a reasonable belief that the unusual circumstances may have caused the absence. If a member of the University Community has reason to believe that a student is missing, whether or not the student resides on campus, that individual should contact the university's Public Safety. If the student resides off-campus, Public Safety will informally enlist the aid of the neighboring police agency having jurisdiction. Every effort will be made to locate the missing student.

If a member of the University Community has reason to believe that a student is missing, whether or not the student resides on campus, that individual should contact the university's Public Safety or local law enforcement agency. Public Safety will collaborate with the Student Affairs staff to try to locate the student and determine his or her state of health and well-being. Public Safety will gather pertinent information about the student from the reporting person. Such information may include description, cellular phone number, clothes last worn, vehicle description, information about the physical and emotional well-being of the student, an up-to-date photograph, etc. University officials will also endeavor to determine the student's whereabouts through contact with friends, associates, and/or employers of the student, and determine whether the student has been attending classes, scheduled organizational or academic meetings, and work. If the student is an on-campus resident, Public Safety may make a welfare entry into the student's room. If the student resides off-campus, Public Safety will informally enlist the aid of the neighboring police agency having jurisdiction.

Public Safety will notify local law enforcement agencies after 24 hours if the missing student has not been located. Information regarding the missing student will be reported to the National Crime Information Center and Virginia Crime Information Network.

Students and employees who do not wish to contact Public Safety are encouraged to report a missing person to any of the following University administrators: Vice President of Student Affairs, Dean of Students, Dean of Student Engagement and Leadership, Senior Associate Dean of Students and Dean of First-Year Experience, Assistant Dean of First-Year Experience, Associate Dean of Student Affairs, Assistant Director of Fraternity and Sorority Life, Assistant Dean and Director of Housing and Residence Life, Title IX Coordinator and Director of Disability Resources, Assistant Director of Student Leadership, Assistant Dean of Student Leadership, , Director of Outdoor Education and Recreation, Michael F. Walsh Director of Athletics and Professor of PE, Associate Dean of Law Student Affairs, Community, and Belonging, Associate Director of International Education, and Executive Director of Human Resources.

If a residential student is reported missing and cannot be located, certain notices will be made as follows:

- **Parents/Guardians** will be notified within 24 hours (after Public Safety receives the initial missing person report) to determine whether they know the whereabouts of the student.
- **Local law enforcemen**t will be notified within 24 hours after Public Safety determines that the student is missing.
- The student's **designated emergency contact** (if any) will be notified once Public Safety or local law enforcement personnel make a determination that the student has been missing for more than 24 hours.

If the student is an off-campus resident, Public Safety will notify the appropriate family members or associates within 24 hours of receiving the initial report. These individuals will then be encouraged to make an official missing-person report to the law enforcement agency with jurisdiction. Public Safety will cooperate, aid, and assist the primary investigate agency as appropriate. After the student has been located, Public Safety will attempt to verify the student's state of health and intention of returning to the campus. When and where appropriate, a referral may be made to Lindley Counseling and/or Lindley Health.

Students will be given an opportunity at the beginning of each academic term to designate an individual to be contacted by the University if the student is determined to be missing after 24 hours. Returning and transfer students will be given an opportunity to provide this information during the fall term. The designation will remain in effect until changed or revoked by the student. The form provided for designation will state the circumstances in which the designated emergency contact information will be used and will include a statement that the University is required by law to also notify the student's custodial parent or guardian if the student is under 18 at the time he or she is discovered to be missing. Students are advised that their contact information will be registered confidentially, will be accessible only to authorized W&L officials, and will not be disclosed to any third party except to law

enforcement personnel in furtherance of a missing person investigation. If the student is under the age of 18 years and is not an emancipated individual, Public Safety shall notify the student's parent or legal guardian within 24 hours of the student being determined missing. The University will file a Missing Child Report with the local law enforcement agency, the Virginia Criminal Information Network, and the National Crime Information Center systems immediately.

Weapons Policy

Washington and Lee University is committed to providing a safe and secure learning and working environment for students, faculty, staff and visitors on all campus properties. The use, possession and storage of all firearms, components of firearms, live ammunition, blowguns, BB guns, air guns, stun weapons, explosives, machetes, electric shock devices, knives (except pocket knives having a folding metal blade of less than three inches) or other dangerous articles or items that could be used as weapons, including but not limited to sticks, torches, clubs, poles, swords, shields, or rigid signs that can be used as a shield, body-armor, helmets and other garments, such as military or athletic protective gear, that alone or in combination could be reasonably construed as weapons, are prohibited on all properties owned, leased or otherwise controlled by Washington and Lee University. Law enforcement officers duly authorized to carry such instruments are excepted. Open flames or items designed to maintain an open flame also are prohibited, unless they are approved in advance by the Chief Public Safety Officer or fall within the following categories:

- Religious ceremonies: Open flames used in University-sanctioned religious and spiritual ceremonies.
- University Catering: Open flames used in food heating devices (e.g., Sterno heaters, tea lights, etc.) used by University Catering.
- University Laboratories and Classrooms: Open flames used in laboratory buildings for experiments and research, under the supervision of a Professor or Lab Instructor.
- Maintenance: Open flames used in "hot works" by qualified and authorized maintenance workers or other University-sanctioned construction or maintenance projects.
- Theatrical Productions: Open flames used in University-sanctioned theatrical or artistic productions.
- Bonfires and grills: Open flames in University-provided grills and fire pits.

Any person violating this policy will be subject to disciplinary action up to and including suspension or dismissal from the University or termination of employment. Student violations should be reported to the Chief Public Safety Officer and the Office of the Vice President of Student Affairs. Staff and faculty violations should be reported to the Chief Public Safety Officer and the Executive Director of Human Resources. Any other suspected violations should be reported to the Chief Public Safety Officer.

Crime Statistics

The Campus Security Act requires that institutions collect and report statistics for certain offenses. In addition to collecting information from Public Safety officers and from those administrators specifically designated as alternatives to receive reports of crimes (identified above in the section on "Reporting Crimes,") the Act requires that all other "campus security

authorities" report to Public Safety statistical information only (not including any personally identifiable information) on any of those offenses reported to them. "Campus security authorities" are individuals who have significant responsibility for student and campus activities, including but not limited to student housing, student discipline, and campus judicial proceedings. The purpose for collecting this data is to assess the need to issue timely warning for Clery Act crimes committed on W&L owned/leased/or controlled property. For purposes of collecting statistical information, Public Safety considers that campus security authorities at Washington and Lee include, but are not limited to, the following positions (in addition to Public Safety officers, and those individuals designated under the heading "Reporting Crimes" in this document):

- Title IX Coordinator and Assistant Title IX Coordinators
- All Deans and Associate and Assistant Deans for Academics, Student Affairs, Career Development, Admissions, and in the School of Law
- All professional staff in the office of the Vice-President for Student Affairs and Dean of Students
- All Faculty Members
- Associate Director of International Education and International Student Advisor
- DPAs (Discrimination Policy Advisers), and IROs (Information Review Officers) under the University's Policy on Prohibited Discrimination, Harassment, and Retaliation Other Than Sex and Interim Sexual Discrimination and Misconduct Policy
- Athletic Director, Associate and Assistant Athletic Directors
- Athletic Team Coaches, Assistant Coaches, and Athletic Trainers
- Director of Sustainability and individuals within Human Resources
- Faculty and staff accompanying students on off-campus programs or other University-related trips, within and outside the United States
- Resident Advisers and Community Assistants
- Student employees in leadership positions
- Director and Associate and Assistant Directors of the Shepherd Program for the Interdisciplinary Study of Poverty and Human Capability
- Bonner Program Director
- Director, Assistant Director, and Coordinator of Community-Based Learning
- Fraternity and Sorority House Directors
- Chairs of the Harassment and Sexual Misconduct Board
- Advisor to the Student Judicial Council

Statics are also gathered from local law enforcement agencies including Lexington Police Department, Rockbridge County Sheriff's Office, and the Virginia State Police.
The statistical data gathered for Washington and Lee University includes reported violations for the period January 1 — December 31 for 2022, 2023, and 2024. Washington and Lee maintain statistics using the FBI Uniform Crime Reporting System as a guideline. Public Safety also maintains a daily crime log as required by the Clery Act.

The law requires statistics for an expanded area beyond the campus and it requires these statistics to be shown in specific geographic categories. (Note that incidents shown in the On-Campus Residential category are also included in the statistics shown in the Campus* category.) The following statistics are provided in compliance with the specific time periods, crime

classifications, geographic categories and arrest data mandated by federal law.

The Clery Act defines:
Campus as "any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and property within the same reasonably contiguous geographic area of the institution and is owned by the institution but controlled by another person, is used by students, and supports the institutional purposes, such as a food or other retail vendor."

On-Campus Residential is a sub-category of Campus showing the number of on-campus incidents that occur "in dormitories or other residential facilities for students on campus."

Non-Campus Building or Property as "any building or property owned or controlled by a student organization recognized by the institution; and any building or property, other than a branch campus, owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is used by students, and is not within the same reasonable contiguous geographic area of the institution."

Public Property as "all public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes.

Clery Statistics for January 1 — December 31 for 2022, 2023, and 2024

	Primary Crimes	Year	On Campus	Non-Campus	Public Property	Grand Total	On Campus Residential Only	Unfounded
Criminal Offenses	**Murder/Non-negligent Manslaughter**	***2024***	0	0	0	**0**	0	0
		2023	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0
	Negligent Manslaughter	***2024***	0	0	0	**0**	0	0
		2023	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0
	Robbery	***2024***	0	0	0	**0**	0	0
		2023	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0
	Aggravated Assault	***2024***	0	0	0	**0**	0	0
		2023	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0
	Burglary	***2024***	1	0	0	**1**	0	0
		2023	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0

	Motor Vehicle Theft	***2024***	1	0	0	**1**	0	0
		2023	0	0	0	**0**	0	0
		2022	1	1	0	**2**	0	0
	Arson	***2024***	0	0	0	**0**	0	0
		2023	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0

	Primary Crimes	**Year**	**On Campus**	**Non-Campus**	**Public Property**	**Grand Total**	**On Campus Residential Only**	**Unfounded**
Sex Offenses	**Rape**	***2024***	3	0	0	**3**	2	0
	Fondling		4	0	0	**4**	3	0
	Incest		0	0	0	**0**	0	0
	Statutory Rape		0	0	0	**0**	0	0
	Rape	***2023***	7	0	0	**7**	7	0
	Fondling		0	0	0	**0**	0	0
	Incest		0	0	0	**0**	0	0
	Statutory Rape		0	0	0	**0**	0	0
	Rape	***2022***	2	0	0	**2**	2	0
	Fondling		1	0	0	**1**	0	0
	Incest		0	0	0	**0**	0	0
	Statutory Rape		0	0	0	**0**	0	0

	Primary Crimes	**Year**	**On Campus**	**Non-Campus**	**Public Property**	**Grand Total**	**On Campus Residential Only**	**Unfounded**
VAWA Offenses	**Domestic Violence**	***2024***	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0
		2021	0	0	0	**0**	0	0
	Dating Violence	***2024***	4	0	0	**4**	4	
		2023	0	0	0	**0**	0	0
		2022	2	0	0	**2**	1	0
	Stalking	***2024***	3	0	0	**3**	2	0
		2023	2	0	0	**2**	1	0
		2022	5	0	0	**5**	0	0

	Primary Crimes	**Year**	**On Campus**	**Non-Campus**	**Public Property**	**Grand Total**	**On Campus Residential Only**	**Unfounded**
		2024	0	0	0	**0**	0	0

Arrests	**Liquor Law Violations**	***2023***	2	0	0	**2**	1	0
		2022	2	0	0	**2**	2	0
	Drug Law Violation	***2024***	0	0	0	**0**	0	0
		2023	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0
	Illegal Weapons Possession	***2024***	0	0	0	**0**	0	0
		2023	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0

	Primary Crimes	Year	On Campus	Non-Campus	Public Property	Grand Total	On Campus Residential Only	Unfounded
Disciplinary Action	**Liquor Law Violations**	***2024***	57	0	0	**57**	42	0
		2023	91	0	0	**91**	61	0
		2022	119	0	0	**119**	84	0
	Drug Law Violation	***2024***	3	0	0	**3**	3	0
		2023	1	0	0	**1**	1	0
		2022	31	0	0	**31**	30	0
	Illegal Weapons Possession	***2024***	0	0	0	**0**	0	0
		2023	0	0	0	**0**	0	0
		2022	0	0	0	**0**	0	0

Hate Crimes	**2024**	4	*One larceny incident characterized by sexual orientation in an on-campus non-residential location; One intimidation incident characterized by sexual orientation in an on-campus non-residential location; One vandalism incident characterized by sexual orientation in an on-campus non-residential location; One destruction of property and vandalism incident characterized by gender identity in an on-campus non-residential location.*
	2023	0	*No hate crimes to report during 2023*
	2022	0	*No hate crimes to report during 2022*

Emergency Management Policy Statement

The following statement is a summary of Washington and Lee University's Emergency Response and Evacuation Procedures.

Washington and Lee University has in place systems and procedures to help the University respond to significant emergency situations promptly and effectively. During an emergency, the President of the University (or in his absence, by designation specifically for purposes of the Emergency Management Plan, designated senior administrators) has ultimate emergency responsibility and authority for activating the Emergency Management Plan, as necessary, and designating an Incident Commander to oversee the management of all emergency activities, including development, implementation, and review of strategic decisions and post-event review. The President (or designee) is assisted and advised by the Emergency Management Executive Team (EMET)[1]. The EMET provides executive leadership, advice, and counsel to the President or his surrogate/designee on high level emergency management and recovery decisions for the

University. Depending on the nature and scope of a particular emergency situation, some or all of the members of the EMET may be involved in tactical management of the response and recovery under the leadership of the designated Incident Commander and may be designated as the Emergency Operations Group (EOG) for that emergency situation.

Upon notification of a situation involving a significant emergency, the Department of Public Safety will consult one or more senior staff members of the EMET, who will then review the situation, consult with the President (or designee) and other internal and external sources, as appropriate to the nature of the situation and the potential for threat to health, safety or property. In accordance with the Emergency Management Plan, an Incident Commander will be designated, or other appropriate measures will be taken to address the situation.

Upon confirmation of a significant emergency or dangerous situation involving an immediate or impending threat to the health or safety of students or employees occurring on the campus, or in any other situation deemed appropriate by the President (or designee), the President (or designee, including the Incident Commander) will, without delay, and taking into account the safety of the community, work to determine the content of an emergency notification and will instruct the Vice President for Communications and Strategic Initiatives and/or the Executive Director of Communications and Public Affairs to provide notice of the emergency using the Emergency Communications Systems, unless issuing the notification would compromise efforts to respond to the emergency. In certain emergency situations, when time does not permit consultation, the Vice President for Communications and Strategic Initiatives and/or the Executive Director of Communications and Public Affairs, upon notice from the Chief Public Safety Officer, or the Vice President of Student Affairs, may independently determine to issue a campus alert using one or more of the communications systems listed below:

- Mass emails to wlu.edu accounts
- Text alerts to mobile phones through the "Generals Alerts" system (be sure to log in at http://go.wlu.edu/general-alerts at least annually to check that your contact information is accurate, and to update your account when any of your contact information changes
- Posting information to the W&L Emergency Website (http://emergency.wlu.edu) and main W&L Website (www.wlu.edu)
- Social media: Facebook (http://www.facebook.com/washingtonandlee) and Twitter (https://twitter.com/wlunews)
- LiveSafe App (http://go.wlu.edu/livesafe)
- Broadcast media: TV stations (WDBJ-7, WSLS-10, WSET-13), Radio stations (WREL-1450 AM, WWZW-96.7 FM, WMRA-89.9 FM, WKDW-900 AM, WLUR-91.5 FM)
- Other possible alternative methods (bullhorns, flyers, building runners, personal emails, phone calls)

In significant emergencies, the Incident Commander, overseeing the Emergency Operations Group (EOG), will lead a coordinated response effort, with members of the EOG charged with particular duties and leadership roles based on their areas of expertise. The Incident Commander and EOG will communicate and coordinate with community partners and emergency response officials as necessary and appropriate to the particular emergency situation. The Vice President for Communications and Strategic Initiatives and/or the Executive Director of Communications and Public Affairs or designee will be the principal media contact and University spokesperson

with external audiences.

The Executive Director of University Facilities is in charge of conducting damage assessments and conveying that information to the Incident Commander. The Executive Director, working with the Engineer, has temporary emergency authority to evacuate or close an emergency site they deem an immediate threat to life or safety, subject to review by the Incident Commander. If it is necessary to evacuate a building, section of campus, or the entire campus, because of extensive failure of any critical system or other danger present on campus, the Incident Commander, in consultation with the EOG and the President (or surrogate/designee), may order an evacuation. In that case the Vice President for Communications and Strategic Initiatives and/or the Executive Director of Communications and Public Affairs or designee will notify the campus community through the Emergency Communications Systems options listed above. A summary of evacuation procedures is provided below.

The President (or surrogate/designee), in consultation with the Incident Commander and EOG, has the sole authority to declare an end to any state of emergency. Follow-up information will be sent to the campus community via the Emergency Communications Systems options listed above.

The EMET, or a subgroup of that team, as directed by the President, will be responsible for regular review of the Emergency Management Plan and for structuring and executing training and tests of the emergency management procedures on an annual basis to affirm their efficacy. These tests may be announced or unannounced and will include documentation by the Vice President of Student Affairs of a description of the test, the date and time of the test, and whether the test was announced or unannounced. In conjunction with the annual test, the University will publicize the Emergency Management Plan. These tests will be coordinated with city and county officials, as appropriate.

Summary of Evacuation Procedures

All members of the University community should become familiar with these recommended evacuation procedures. This includes learning where exits are located in classroom, work, and residential buildings, knowing the location of the assembly area designated for your location, and knowing the off-campus transportation pick up site. Full evacuation procedures, additional information regarding assisting individuals with disabilities, and a complete listing of designated assembly areas, are detailed in Appendix B of the Emergency Management Plan.

An evacuation may be necessary when conditions are such that it is no longer safe for individuals to remain inside of a single building or area, within a section of campus, or anywhere on campus, whether due to extensive failure of critical systems or other danger(s). You may be notified of the need to evacuate by the sounding of a fire alarm in the building, a directive from Public Safety or University Facilities personnel, or by an evacuation order communicated through the Emergency Communications Systems. However, if you are in a campus building and, despite not having received any order to evacuate, you believe it is not safe for individuals to remain inside the building (due to a fire or hazardous materials leak, for example), pull the nearest fire alarm to alert all those in the building to evacuate, and follow the evacuation procedures below.

Building or Area Evacuation

If a fire alarm sounds or you receive an order to evacuate from Public Safety or University Facilities personnel or through the Emergency Communications Systems, follow these procedures:

- Stay calm, do not rush, and do not panic.
- If safe to do so, gather your essential personal belongings, including personal identification, purse/wallet, keys, and prescription medications; it may be hours or days before you are allowed back in the building.
- If safe to do so, close the doors and windows in your immediate area, but do not lock them.
- Proceed to the nearest exit.
- DO NOT use elevators.
- Once outside, move quickly away from the building to the designated evacuation assembly area for your location. (See Accounting for Individuals Following Building Evacuation below).
- Report to the appropriate supervisor or instructor and let him/her know that you are safe.
- Report any medical emergencies or individuals remaining in the building to emergency officials, either in person (if emergency officials are present on the scene) or by calling 911 or Public Safety at extension 8999, or (540) 458-8999 from off-campus.
- Contact Public Safety at extension 8999, or (540) 458-8999 from off-campus, if you noticed significant damage to property or anything unusual during your evacuation.
- Do not reenter the building under any circumstances until it has been cleared for reentry by Public Safety or through the Emergency Communications Systems.
- Await and follow instructions from Public Safety, other University personnel, or law enforcement/emergency officials.

Accounting for Individuals following Building/Area Evacuation

- It is important to report to your designated evacuation assembly area so that the University can attempt to account for all members of the community.
- As quickly as possible, depending on the nature and scope of the emergency and the feasibility of meeting at the designated assembly area(s), faculty of classes that were in session, workplace supervisors, Residence Life/Greek Housing staff, and other designated facility reporters will account for their students and staff known or presumed to have been in the building/area, and report missing and/or presumed missing individuals to Public Safety or emergency officials. As it is safe to do so, Public Safety or other designated individuals will conduct a search of the building/area for any sheltering, entrapped, or injured occupants.
- If you leave campus after evacuating a building or area without reporting to your designated assembly area, please try to email or call the faculty of your class that was in session at the time of the evacuation, your supervisor, Residence Life or Greek Housing staff, or your Class Dean, as appropriate, to advise them that you are safe and of your location.

Campus Evacuation

In case of a campus-wide disaster, such as a major earthquake, large hazardous materials release, or widespread fire, certain sections of campus, or the entire campus, may need to be evacuated,

whether because of extensive failure of critical systems or other dangers on campus. In such cases, the Incident Commander, in consultation with the EOG and the President (or designee), Public Safety, and others, depending on the situation), may order an evacuation and, with the coordination of any appropriate external agencies, will determine the scope and method of implementing such an evacuation, as warranted by the situation.

Public Safety and the Emergency Communications Systems will alert the campus community on specific evacuation details. However, if an order is given to evacuate the campus or a section of campus, follow these general procedures:

- Individuals should follow the building evacuation procedures set forth above to evacuate the building or area in which they are located. Depending on the nature of the emergency leading to the order to evacuate, Public Safety and the Emergency Communications Systems will provide instructions on whether individuals should proceed to their designated evacuation assembly location first for an accounting of persons, or take other measures, which may depend on whether they have their own transportation off campus or need transportation.
- Students should not return to the evacuated building(s) or area(s) to retrieve personal belongings unless advised by Public Safety or the Emergency Communications Systems that it is safe to do so.
- It may be necessary to implement a phased evacuation, in order to minimize the time needed to evacuate and manage traffic congestion. The evacuation order and instructions will include specific information regarding the order in which particular campus locations or constituents will evacuate, when the evacuation will begin, the logistics and routes to be used, and other relevant information.
- Students, employees, and campus visitors who have vehicles on or near campus are encouraged to carpool with others who are without readily available transportation.
- The University will contract with vendors and/or make arrangements with other local or regional organizations to provide buses, vans, or other vehicles to transport students, faculty, staff and campus visitors without their own transportation to safe locations off campus, depending on the nature and scope of the emergency.
- Individuals who do not have their own transportation should report to the front of Early-Fielding on Washington Street to pick up University-provided transportation.
- In most cases, certain key personnel will be required to remain on duty until the evacuation is complete. Such key personnel may include (but is not limited to) all or some of the following (additional staff may be required to remain on campus at the direction of the President (or designee), in consultation with the Incident Commander and the EOG):
    - Senior staff as designated by the President (or surrogate/designee)
    - Emergency Management Executive Team
    - Public Safety
    - University Facilities
    - Student Life (Dining, Lindley Center for Student Wellness, Residential Life)

Accounting for Individuals During or Following Campus Evacuation

- Processes for accounting for students and employees, and to the extent possible, campus visitors, will depend on the nature and scope of the emergency, whether individuals have

been told to report to designated assembly areas before evacuating campus, and whether individuals use University-provided transportation, their own transportation, or carpool with others from campus.

- If individuals have been told to report to designated evacuation assembly areas before evacuating campus, faculty of classes that were in session, workplace supervisors, Residence Life/Greek Housing staff, and other designated facility reporters, will try to account for their students and staff known or presumed to have been in the building/area when the evacuation began, and report missing and/or presumed missing individuals to Public Safety or emergency officials on the scene.
- The University will use all reasonable efforts to account for those individuals using University-provided transportation in an evacuation before, during, or after the off-site transportation process, depending on how quickly the evacuation needs to proceed.
- As it is safe to do so, Public Safety or other designated individuals will conduct a search of all open buildings on campus for any sheltering, entrapped, or injured occupants.
- When safe to do so, individuals who have used their own transportation to evacuate, or have carpooled with others, should email or call the faculty teaching the class in session at the time of the evacuation, their workplace supervisor, Residence Life/Greek Housing staff, or their Class Dean, as appropriate, to advise that they are safe and of their current location.
- The University, through the Incident Commander and the EOG, will use all reasonable efforts to try and account for all members of the campus community following the evacuation, using information from reporting faculty, supervisors, Residence Life/Greek Housing staff, other designated facility reporters, Student Affairs, Human Resources, Public Safety, law enforcement and other external emergency officials, and comparing that information with class schedules, work schedules, hosing rosters, and other University records relevant to identifying the whereabouts of students, employees, and campus visitors, at the time of the emergency evacuation and thereafter.

<u>Evacuation of Individuals with Disabilities</u>

If you have a disability and are unable to evacuate a building or area on your own, stay calm and take steps to protect yourself, as appropriate. Call 911 or Public Safety at extension 8999, or 540.458.8999 from off-campus, and tell the responder where you are or where you will be and if you have a service animal or other assistive devices or equipment. If you must move:

- Move to an exterior enclosed stairwell.
- Request persons exiting by way of the stairwell to notify emergency officials of your location.
- Follow all other evacuation procedures set forth in this Appendix.

It is suggested that individuals with disabilities prepare for emergencies by learning the locations of exit corridors and enclosed stairwells and by informing co-workers, professors, and/or classmates of the best methods of assistance during an emergency. For assistance with preplanning for an emergency, contact the Title IX Coordinator and Director of Disability Resources (undergraduate students), the Assistant Dean for Law Student Affairs (law students), or your supervisor or department head (employees). A few non-exclusive examples of preplanning measures include:

- Learning alternate exit routes from commonly used areas

- Identifying a "buddy" to help
- Keeping extra medication, assistive devices, etc. on hand
- Wearing medical alert tags to inform emergency personnel or volunteers of pertinent health conditions.

Further information on Campus Evacuation is provided in Appendix B at https://my.wlu.edu/emergency-management/emergency-management-plan/appendix-b of the University's Emergency Management Plan.

Fire Safety Report for January 1 — December 31 for 2022, 2023, and 2024

Summary of Reports	2024	2023	2022
Total Number of Fires	0	1	1
Total Number of Persons with Fire-Related Injuries:	0	0	0
Total Number of Fire-Related Deaths:	0	0	0
Total Value of Property Damage Cause by Fire:	$ -	$946.25	$ -

Residential Facility	Year	Total Fires	Fire Number	Cause of Fire	Injuries Requiring a Medical Facility	Deaths	Property Damage
5 Henry St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
210 N. Main St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Alpha Delta Pi Sorority, 12 Frank Parsons Way	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Arts, Recreation & Culture House, 205 E. Washington St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Casa Hispanica, 4 Lee Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Chavis House, 10 Lee Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A

Chi Omega Sorority, 2 Frank Parsons Way	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Chi Psi Fraternity, 5 Lee Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Delta Society, 8 Frank Parsons Way	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Gaines Hall, 229 W. Nelson St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Global Service House, 106 S. Lee Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	0	N/A	N/A	N/A
	2022	1	1	Cooking fire in kitchen.	N/A	N/A	N/A
Graham-Lees Hall, 215 W. Washington St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Kappa Alpha Fraternity, 300 E. Nelson	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	1	1	Smoking	N/A	N/A	1
	2022	0	0	N/A	N/A	N/A	N/A
Kappa Alpha Theta Sorority, 4 Frank Parsons Way	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Kappa Kappa Gamma Sorority, 10 Frank Parsons Way	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Kappa Sigma Fraternity, 220 E. Nelson	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Lambda Chi Alpha Fraternity, 225 E. Nelson	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Nuestro Hugar Latino House, 218 E. Nelson St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A

Outing Club House, 203 E. Washington St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Phi Gamma Delta Fraternity, 112 Preston St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Phi Kappa Psi Fraternity, 301 E. Washington St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Pi Beta Phi Sorority, 6 Frank Parsons Way	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Pi Kappa Alpha Fraternity, 106 N. Main St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Pi Kappa Phi Fraternity, 201 E. Washington St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Sankofa House, 11 N. Jefferson St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Sigma Chi Fraternity, 216 E. Nelson	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Sigma Nu Fraternity, 4 W. Henry St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Civic Building A, 312 Augusta Square	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Civic Building B, 314 Augusta Square	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Apartment C, 302 Augusta Square	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Apartment D, 304 Augusta Square	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A

	2022	0	0	N/A	N/A	N/A	N/A
Village Apartment E, 209 Larry Stuart Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Apartment F, 207 Larry Stuart Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Apartment G, 205 Larry Stuart Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Apartment H, 201 Larry Stuart Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Apartment I, 101 Lewis John Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Townhouse J, 103 Lewis John Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Townhouse K, 105 Lewis John Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Townhouse L, 107 Lewis John Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Townhouse M, 109 Lewis John Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Townhouse N, 111 Lewis John Ave.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Townhouse O, 306 Augusta Square	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Village Townhouse P, 308 Augusta Square	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
	2024	0	0	N/A	N/A	N/A	N/A

Village Townhouse Q, 310 Augusta Square	**2023**	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Washingtonian House, 212 N. Main St.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Woods Creek Central Apt., 205 East Denny Cir.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Woods Creek East Apt., 215 East Denny Cir.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A
Woods Creek West Apt., 195 East Denny Cir.	**2024**	0	0	N/A	N/A	N/A	N/A
	2023	0	0	N/A	N/A	N/A	N/A
	2022	0	0	N/A	N/A	N/A	N/A

NOTE: Public Safety employees make a report on all responses to fire alarms and any other reports of fires. They then provide a copy of the reports to the Director of Environmental Health and Safety who then completes any investigations necessary and completes the fire report log.

Fire Safety Systems
Summary: All residential facilities have fire alarm monitoring, a full sprinkler system, smoke detectors, fire extinguishers and have four evacuation drills per year.
All fire alarm monitoring is done offsite by Emergency 24 with all alarms reported to the Lexington Fire Department and the Department of Public Safety.

*1. Partial Sprinkler System is defined as having sprinklers in the common areas only.
*2. Full Sprinkler System is defined as having sprinklers in both the common areas and individual rooms.

Facility	Fire Alarm Monitoring	Partial [1] Sprinkler System	Full[2] Sprinkler System	Smoke Detector	Fire Extinguishers	Evacuation Plans and Placards	Evacuation Drills Per Year
5 Henry St.	X		X	X	X	Plans	4
210 N. Main St.	X			X	X	Plans	4
Alpha Delta Pi Sorority, 12 Frank Parsons Way	X		X	X	X	Plans	4

Arts, Recreation & Culture House, 205 East Washington St.	X		X	X	X	Plans	4
Casa Hispanica, 4 Lee Ave.	X		X	X	X	Plans	4
Chavis House, 10 Lee Ave.	X		X	X	X	Plans	4
Chi Omega Sorority, 2 Frank Parsons Way	X		X	X	X	Plans	4
Chi Psi Fraternity, 5 Lee Ave.	X		X	X	X	Plans	4
Delta Sorority, 8 Frank Parsons Way	X		X	X	X	Plans	4
Gaines Hall, 229 W. Nelson St.	X		X	X	X	X	4
Global Services House, 106 S. Lee Ave.	X		X	X	X	Plans	4
Graham-Lees Hall, 215 W. Washington St.	X		X	X	X	X	4
Kappa Alpha Fraternity, 300 E. Nelson St.	X		X	X	X	Plans	4
Kappa Alpha Theta Sorority, 4 Frank Parsons Way	X		X	X	X	Plans	4
Kappa Kappa Gamma Sorority, 10 Frank Parsons Way	X		X	X	X	Plans	4
Kappa Sigma Fraternity, 220 E. Nelson St.	X		X	X	X	Plans	4
Lambda Chi Alpha Fraternity, 225 E. Nelson St.	X		X	X	X	Plans	4
Nuestro Hugar Latino House, 218 E. Nelson St.	X		X	X	X	Plans	4
Outing Club House, 203 E. Washington St.	X		X	X	X	Plans	4
Phi Gamma Delta Fraternity, 112 Preston St.	X		X	X	X	Plans	4
Phi Kappa Psi Fraternity, 301 E. Washington St.	X		X	X	X	Plans	4

Pi Beta Phi Sorority, 6 Frank Parsons Way	X		X	X	X	Plans	4
Pi Kappa Alpha Fraternity, 106 N. Main St.	X		X	X	X	Plans	4
Pi Kappa Phi Fraternity, 201 E. Washington St.	X		X	X	X	Plans	4
Sankofa House, 11 N. Jefferson St.	X		X	X	X	Plans	4
Sigma Chi Fraternity, 216 E. Nelson St.	X		X	X	X	Plans	4
Sigma Nu, 4 W. Henry St.	X		X	X	X	Plans	4
Village Civic Building A, 312 Augusta Square	X		X	X	X	Plans	4
Village Civic Building B, 314 Augusta Square	X		X	X	X	Plans	4
Village Apartment C, 302 Augusta Square	X		X	X	X	Plans	4
Village Apartment D, 304 Augusta Square	X		X	X	X	Plans	4
Village Apartment E, 209 Larry Stuart Avenue	X		X	X	X	Plans	4
Village Apartment F, 207 Larry Stuart Avenue	X		X	X	X	Plans	4
Village Apartment G, 205 Larry Stuart Avenue	X		X	X	X	Plans	4
Village Apartment H, 201 Larry Stuart Avenue	X		X	X	X	Plans	4
Village Apartment I, 101 Lewis John Avenue	X		X	X	X	Plans	4
Village Townhouse J, 103 Lewis John Avenue	X		X	X	X	Plans	4
Village Townhouse K, 105 Lewis John Avenue	X		X	X	X	Plans	4
Village Townhouse L, 107 Lewis John Avenue	X		X	X	X	Plans	4
Village Townhouse M, 109 Lewis John Avenue	X		X	X	X	Plans	4
Village Townhouse N, 111 Lewis John Avenue	X		X	X	X	Plans	4

Village Townhouse O, 306 Augusta Square	X		X	X	X	Plans	4
Village Townhouse P, 308 Augusta Square	X		X	X	X	Plans	4
Village Townhouse Q, 310 Augusta Square	X		X	X	X	Plans	4
Washingtonian House, 212 N. Main St.	X			X	X	Plans	4
Woods Creek Central Apt., 205 East Denny Cir.	X		X	X	X	Plans	4
Woods Creek East Apt., 215 East Denny Cir.	X		X	X	X	Plans	4
Woods Creek West Apt., 195 East Denny Cir.	X		X	X	X	Plans	4

Policies or Rules on Health, Fire, and Life Safety Systems, Portable Electrical Appliances, Smoking, and Open Flames in Student Housing Facilities

Students are required to read and comply with the information in the "student handbook," the "residence hall fire safety & prevention" brochure and listed in the "housing contract."

The following regulations have been enacted in the best interest of residential students. Housing and Residence Life staff, including Resident Advisors and Community Assistants, as well as Fire Safety and Public Safety officers are primarily responsible for enforcing these regulations.

1. The members of each residential community will reach a consensus on the standards of social responsibility by which they will abide during the academic year. The statement of social responsibility includes standards of responsible conduct which reflect a sense of appropriateness and decorum, and a concern for the rights and sensibilities of others, be they residents, guests or visitors. Statements of social responsibility MUST include a provision for quiet hours daily from 11 p.m. to 8 a.m.
2. The University provides a card-access exterior security system in the first-year residence halls, Woods Creek Apartments, Village apartments and townhouses, and many of the fraternity, sorority, and theme houses, in addition to key entry doors for individual rooms. Students should never prop open exterior doors or manipulate locking/latching mechanisms in any way ($250 fine). Students are expected to lock the doors to their rooms and assume individual responsibility for their personal property and general safety and security.
3. Students are expected to carry their university-issued identification card (i.e., "ID" or "swipe") at all times, which allows access to appropriate residential facilities and dining venues. If requested by a university official including, but not limited to public safety officer, health and safety official, or housing and residence life staff member, students are expected to accurately identify themselves preferably by form of ID. Refusing to provide identification or providing false identification (e.g., fake ID, verbally providing a false name, etc.) to officials may result in a referral to the appropriate body of student conduct.

4. University faculty and staff, including but not limited to housing & residence life, public safety, university facilities staff, etc. may ask a student to comply with a reasonable request if the request does not violate policy, regulation, or law and does not put students or staff in harm's way. Examples of a reasonable request include but are not limited to asking a resident to turn down volume as to not disturb others, move a vehicle from a fire lane, present a student ID, pick up/discard litter, etc. A student may be referred to the appropriate body of conduct for failure to comply with a reasonable request.
5. Students found responsible for violating a policy or community standard may be required to complete specific and timebound sanctions as deemed appropriate by the issuing body. Students who do not complete sanctions as prescribed by communicated deadlines may be referred to the appropriate body of conduct for failure to comply and may receive more severe sanctions.
6. Students must respect the rights of their roommates, housemates and neighbors.
7. The following regulations pertaining to University property and to the health and safety of residents are outside the scope of statements of social responsibility and remain effective throughout the academic year for all residence halls, including Woods Creek, the Village, fraternity, sorority, and theme houses:
    A. All Washington and Lee housing facilities are **smoke-free**. This includes, but is not limited to: cigarettes, cigars, e-cigarettes such as Juul, vapors, oils, hookahs or any other smoking devices. Smoking is not permitted in any areas of the residence halls or houses, including student rooms, hallways, balconies, porches, stairwells and breezeways. Smoking is not permitted within 25 feet of any building containing residential units.
    B. Housing Assignments
        1. Students are required to reside in the apartment/townhouse/room to which they have been assigned. No Student may change rooms or move to other University housing without prior approval from Housing & Residence Life. Any Student violating this policy will be referred to the Dean overseeing Student Conduct and may be assessed a $100 fee. Absent extenuating circumstances, Students may not change rooms during the first three weeks of the fall or winter terms. Room changes are allowed only at the discretion of the Director or Associate Director of Housing and Residence Life.
        2. Unassigned/vacant rooms in housing facilities are to remain locked at all times. No Student may use unassigned rooms for storage or for any other use.
    C. Guests
    Guests are permitted to stay in University housing no longer than three consecutive nights without permission of a Housing & Residence Life staff member. These visits should not exceed six days within a four-week period and must be pre-approved by all residents of the room. Guests, non-students, or students visiting a facility to which they are not formally assigned or from off-campus, must abide by all University policies and regulations. Guests must remain with their host residential student in university housing at all times. Hosts may not give ID/swipe or key access to a guest in their absence. Host students may be responsible for policy violations and/or all damages to the premises

caused by their invited guests. It is the responsibility of the host student to inform his or her guest(s) of all applicable University policies.

D. Health, fire and life safety
    i. These systems are designed to protect people and property. These items are of critical importance and are maintained and monitored by the University. Tampering with or disabling such equipment puts lives at risk.
    ii. Any student who deliberately activates the fire alarm system, for reasons other than that of fire prevention, will receive an automatic fine of $500 and will be referred to the Student Judicial Council (SJC). Defacing, destroying or inappropriate use of life safety equipment is considered a violation of University policy and depending upon the violation, could be considered a felony offense in the Commonwealth of Virginia. Examples include but are not limited to, tampering with fire alarm panels or pull alarms, smoke detectors, fire extinguishers, sprinkler heads, exit signs and emergency lights.
    iii. Types of violations and associated fines:
        a. Smoke Detectors - disabling or removal, putting the device in a bag, or placing tape or other material over the smoke sensor is prohibited. Fine - $250
        b. Sprinklers - covering the device with anything or hanging items form sprinkler heads and sprinkler piping is prohibited. Fine - $250
        c. Fire Extinguishers - Discharging a fire extinguisher as a prank or removing a fire extinguisher from its location. Fine - $250
        d. Failure to vacate a building during a fire alarm. Fine - $250
        e. Vandalism to fire extinguisher cabinet. Fine - $100
        f. Exit Signs - Vandalism, taking or possessing a University exit sign. Fine - $500
        g. Fire Rated Doors - Disabling door from closing or latching properly. Fine - $250
        h. Smoking in University housing, including apartments, townhouses, residence halls, fraternity, sorority or theme houses. Fine - $250
        i. Smoking on porches or balconies of residence halls, fraternity, sorority, or theme houses. First offense - warning. Subsequent offenses - Fine - $250 and conduct referral as appropriate.
        j. Only fire-rated curtains are permitted on residential windows. No flags or tapestries are permitted. Fine - $100
        k. Candles (used or unused) or other open flames such as torches are prohibited.
            1. First Offense - warning and items confiscated
            2. Subsequent Offenses - fine of $250, items confiscated, and/or conduct referral as appropriate
        l. Use of Extension Cords
            1. First Offense - warning and items confiscated
            2. Subsequent Offenses - fine of $100, items confiscated, and/or conduct referral as appropriate

m. The use of decorations or other materials that are not fire retardant or has the ability to damage facilities are prohibited. Examples include but are not limited to: sawdust, bales and/or loose hay or straw, bamboo, Styrofoam peanuts, cloth materials, plastic materials, fog/smoke machines, and any pyrotechnics or cold spark machines. Fine - $250.
n. The use of sand or water is not permitted within 50 feet of a facility. Fine - $250. Questionable items should be brought to the attention of the Director of Environmental Health and Safety.
o. Roof access is strictly prohibited on all buildings including residence halls, apartments, townhouses, fraternities, sororities, and theme houses. Only authorized W&L employees are approved to access roofs. Fine - $250
p. Ledges/Windows - Sitting on ledges or dangling out of windows is strictly prohibited. Fine - $250
q. Means of egress (e.g., hallways, stairwells, unit entrances/exits, breezeway, balconies, porch stairs, etc.) need to be maintained free of all obstructions including, but not limited to trash, athletic equipment, furniture, or other personal items. First offense - written warning. Subsequent offenses - the items will be removed by facilities. Fine - $100 and referral to student conduct.
r. Wall coverings of flammable or combustible material cannot exceed 50% of wall space. Fine - $100
s. Storage of Flammable Liquids (gasoline, lighter fluid), propane cylinders or charcoal inside of an apartment or on a wooden porch or balcony is strictly prohibited. Fine - $250
t. Flammable or combustible materials used as decorations on fire-rated bedroom doors cannot exceed 25% of door facing. Fine - $100
u. All incidents of this nature will be thoroughly investigated. The University has a zero-tolerance policy pertaining to tampering with fire and life safety equipment. Repeat offenders will be fined double for a second violation.

E. Students are prohibited from painting or covering walls with wallpaper and/or contact paper. Any damage to facilities (caused by nailing, decorating, breaking windows, damaging furniture, etc.) is charged to room occupants who damage the property. Charges for damage done to common areas will be apportioned equally among residents of the particular hall, apartment, or house involved in matters in which a responsible party is not known.
F. University furniture may not be removed from university housing at any time, including placement on patios or balconies.
G. Bunked and lofted beds should never be placed next to windows.
H. Window screens may not be removed from windows. Throwing any object, solid or liquid, out of a residence hall window or off any balcony or landing is strictly prohibited. Food, plants, or other items are not permitted on outside windowsills, landings, or ledges.

I. Clothing, hammocks, athletic equipment (e.g., basketball hoop), posters, banners, flags, or any other form of messages, may not be displayed from windows or placed on columns, banisters, breezeways, balconies, porches, or railings on the exterior of a campus facility including, but not limited to campus housing. There are limited exceptions for some theme and Greek houses where only an organizational flag, Virginia state, and/or national flags may be hung from the porch ceiling; this requires prior approval from Housing & Residence Life and a work order to University Facilities who will ultimately determine feasibility, safety, and installation needs (charges for labor will apply). Neither Student Affairs nor University Facilities will provide flags. Approved flags must be always in good condition, and it is the responsibility of the organization to request removal or replacement of flags when they become tattered, unsightly, or present a safety issue. Failure to maintain the flags may result in removal of the flag at the expense of the organization.
J. The maximum occupancy on all balconies is 8 people at one time.
K. Because balconies, porches, and breezeways are within public view, they must be kept neat, uncluttered, and safe in accordance with fire safety policies. Furniture designed for indoor use and garbage may not be left on porches, balconies, or breezeways. Students may purchase and use their own outdoor rated furniture but must remove any furniture at the end of the academic year.
L. All cooking grills including propane, charcoal, flat-top, and smokers are strictly prohibited on the interior and exterior of university housing. Permanent charcoal grills are available for use in designated areas around campus.
M. Students are prohibited from climbing onto outside ledges, accessing roofs, and leaning out balconies and windows. Students are prohibited from jumping from or throwing items off balconies, porches, breezeways, and roofs.
N. Objects are not to be hung from any pipes, pipe chases, and sprinkler heads.
O. It is essential for students to review and know how to properly use all appliances in university housing including but not limited to stove, refrigerator, microwave, and laundry equipment. Students should not operate any major appliances while under the influence of drugs and/or alcohol. Students should contact a Housing & Residence Life or Environmental Health & Safety staff member if they have questions about equipment use.
P. When preparing meals in kitchen areas, students should follow cooking instructions, never leave food cooking unattended, and never cook while under the influence of drugs or alcohol.
Q. Students must be present when holiday lights are on. Only non-flammable or fire-retardant decorations may be used. Curtains, clothing, paper, and other flammables must be kept away from all wires. Banners and sheets must not be placed over any lights or hung from ceilings. Decorations may not be hung from ceilings.
R. Live Christmas trees must be installed and cared for in accordance with University guidelines. Contact Housing & Residence Life staff for a copy of the Guidelines.
S. No luggage, storage containers, or similar personal items (including athletic gear) are allowed in hallways, attics, balconies, patios, breezeways or commons areas.

Limited storage for these items may be available in the indoor bicycle storage room in Gaines, the basement of Woods Creek and certain theme houses.

T. Storage of trash or recycling on or surrounding porches, balconies, and sidewalks is prohibited. Students are responsible for regularly removing trash and recycling from their housing units to the appropriate receptacles. Students are also responsible for cleaning up after social events or gatherings in or around housing units shortly after the event concludes. Littering on sidewalks, greenspace, or landscaping around university housing is also prohibited. Students found to be littering may be subject to conduct referral and fines, including but not limited to a $50 per bag and/or item removal fee.
U. In-room refrigerators and microwaves must fit W&L's size and energy-use specifications - see letters P & Q. There is a limit of one microwave per Village apartment/townhouse and Woods Creek apartment kitchen. Electrical appliances such as stereos, televisions, computers, hair dryers, gaming consoles, etc. may be used within the electrical usage guidelines stated in these regulations. All appliances/electronics should have an Energy Star rating, if possible.
V. Use of electric outlets is subject to reasonable standards of safety. Maximum wattage for double outlets is 1500 watts. Only 1363 UL approved power strips with circuit breakers are approved. Up to 6 items may be plugged into a power strip, but not to exceed 1500 watts. Extension cords or multi-prong wall adapters; plugging a multi-prong adapter into a power strip; daisy chaining extension cords; daisy chaining power strips, etc. are all prohibited.
W. Prohibited items in ALL University housing include extension cords, electric space heaters, portable dishwashers, ceiling fans, refrigerators larger than 3.1 cubic feet, freezers, portable or window air conditioners, deep fryers, and indoor/outdoor propane/charcoal/smoker grills. The following cooking appliances are allowed ONLY in theme house, Village apartment/townhouse and Woods Creek apartment kitchens (they are prohibited in individual bedrooms or other common spaces): toasters, air fryers, coffee machines with automatic shut-off, panini/sandwich press, and small toaster ovens. ONLY the following appliances are allowed within bedrooms (singles, doubles, and triples) of all housing facilities: small coffee machine with automatic shut-off, one microwave per room, no more than two refrigerators no larger than 3.1 cubic feet (MicroFridge rental is recommended; discuss room space with roommate(s) before purchasing more than one fridge); no other cooking appliances are allowed in individual bedrooms anywhere on campus.
X. The following are also strictly prohibited:
    i. Alcoholic beverages are prohibited in all first-year residence halls. In the upper-division residences, students who are 21 years of age or older may use and possess alcoholic beverages in accordance with the Commonwealth of Virginia laws within their assigned room.
    ii. Any illegal drug paraphernalia, including but not limited to purchased or homemade smoking devices and water pipes.
    iii. Any type of weapon, including but not limited to firearms, components of firearms, explosives, live ammunition, blowguns, BB guns, airsoft guns, stun weapons, sling shots, swords, machetes, hunting or other knives

(except pocketknives having a folding metal blade of less than three inches). Students may have cutlery for the sole purpose of cooking or preparing meals, or at approved university activities where cutlery is used to prepare or serve food. Cutlery, including but not limited to paring or steak knives, must never be used as a weapon, prop, or toy.

iv. Possession or use of fireworks, pyrotechnics, cold spark machines or explosives of any kind on campus. Fine - $250.
v. Water bombs, water fights, or water beds within University housing.
vi. Pets, except fish (one five-gallon tank maximum per resident) and emotional assistance animals approved by the Title IX Coordinator and Director of Disability Resources in advance pursuant to University policy and protocol as a reasonable accommodation for a qualifying disability. Service animals will be allowed in accordance with the University's Policy on Use of Service Animals on Campus.
vii. Hall sports or horseplay in University Housing. This includes the indoor use of athletic/recreation equipment. This includes but is not limited to soccer balls, basketballs, lacrosse balls, baseballs, darts/dart boards or any other equipment that could cause bodily injury, damage to facilities, fire safety concerns, etc. within university housing. Prohibited horseplay includes but is not limited to physical contact such as wrestling, foot racing, grabbing, punching, tripping, etc. The use of hard balls (baseballs, lacrosse balls, etc.) in the Washington Street Park, Graham-Lees, and Gaines quads is also prohibited.
viii. Loft beds (except those assembled and approved by W&L Facilities staff). No cinder blocks or personal loft kits.
ix. Incense or candles (used or unused), halogen lights or lamps, or any open flame or other incendiary agent.
x. Use of unmanned aerial vehicles (e.g., drones) in or near University housing or on University property.
xi. Use or storage of any flammable materials, liquids and solvents (gasoline, kerosene, butane, propane, charcoal, etc.) in or near student rooms or living areas.
xii. Portable appliances such as space heaters, washing machines, dishwashers, deep fryers, electric grills, or indoor air conditioners.
xiii. Use or storage of mini-bikes, self-balancing two-wheel motorized boards, self-propelled electric scooters, and similar devices, also known as Hover boards, Segways, IO Hawks, Skywalkers, etc.
xiv. Extension cords and multi-prong adapters except power strips with a circuit breaker that are UL 1363.
xv. Use or storage of digital/3D printers in student rooms or elsewhere in campus housing living areas.
xvi. Hot tubs inflatable or otherwise, indoors or outdoors. Inflatable pools and slip and slides are also not permitted.
xvii. Fog or bubble machines.

8. Violation of the statements of social responsibility or any of the above regulations may result in temporary or permanent removal from housing and discipline consistent with

applicable University policies. Vandalism and deliberate destruction of University property are included.

9. If a student violates the University Policy on illegal drugs/controlled substances in University housing and is a resident of University housing, the Vice President for Student Affairs (or designee) may remove the student from housing without refund. If the student resides in a University fraternity or sorority and violates the University Policy on Illegal Drugs/Controlled Substances in a fraternity or sorority house, the House Corporation, in accordance with the Standards for Fraternities/Sororities, may remove the student from the house without refund.

10. Each year, students residing on campus are required to review and electronically acknowledge the terms and conditions outlined in the Housing Agreement. The Housing Agreement is regularly reviewed and updated. It is a legally binding agreement between Washington & Lee University, acting through the Office of Housing & Residence Life, and each enrolled and enrolling student who wishes to occupy campus housing. Students may review the Housing Agreement at any time via the housing portal, "eRezLife", or by contacting the Office of Housing & Residence Life at housing@wlu.edu.

Procedures for Student Housing Evacuation in the Case of a Fire

When the alarms sound, immediate evacuation is mandatory and reentry to a building is prohibited until Campus Public Safety has given proper clearance approval. Residents who have physical or other concerns are requested to notify Residential Life staff so that additional assistance during emergencies can be arranged if necessary.

In the event of a fire, the University expects that all campus community members will immediately 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 Public Safety Office. Students and/or staff are informed where to assemble in order to do a head count and make sure everyone is out or the location of anyone that might be left in the building.

RA's and CA's are trained to do a quick check of their areas of the building to make sure everyone has exited except when there is smoke or fire that is putting them in jeopardy and then they are to exit immediately.

Employees and Students who have been properly trained by the University Director of Environmental Health and Safety to operate a fire extinguisher may attempt to extinguish an incipient stage fire if they have the proper extinguisher and feel safe in doing so. No other students or employees are to attempt to use a fire extinguisher but are to exit immediately. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

Fire Safety Education and Training Programs Provided to Students and Employees

Fire safety education programs are taught to all RA's and CA's, Facility Management personnel, Athletic Department Grounds and Custodial personnel, Public Safety Officers, Scene Shop Students, and offered on a voluntary basis for the entire campus community. 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

college's fire safety policies. During these programs, trainers emphasize that participating in fire drills is mandatory. They are also advised that in the event persons do not exit during a fire drill that they will be fined $250.

Fire safety education and training programs are taught by the Director of Environmental Health and Safety, who is experienced in fire safety matters.

If a fire occurs, students are instructed to leave hazardous areas per the evacuation routes and get to a predetermined location before calling 911 for help. They are to remain in that location so that those in charge of the building or someone from the Public Safety Office has documented that all the students have left the building. RA's and CA's are instructed to pull the fire alarm as they are leaving the building if the fire alarm is not already activated, and they can do so without risking their safety.

Fire Drills

The University conducts four (4) unannounced fire drills per year in each student housing facility. The first fire drill is conducted within the first 10 days of class, and one is conducted after sunset and before sunrise. Each drill is timed and evaluated to ensure residents are able to hear the alarm, exit properly and if lighting is adequate, etc. Any deficiencies are addressed immediately. Fire drills are conducted by the Director of Environmental Health and Safety, the Fire & Life Safety Systems Technician, the Safety Compliance Coordinator and Public Safety Officers.

It is mandatory that everyone exits during a fire drill (or an actual fire). Those occupants failing to exit during the drill will be fined $250.

List of the Titles of Each Person or Organization to Whom Students and Employees Should Report That a Fire Occurred

Per federal law, Washington and Lee University is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Listed below are the **non-emergency** numbers to call to report fires that have already been extinguished in on-campus student housing. These are fires for which you are unsure whether the Public Safety Office may already be aware. If you find evidence of such a fire or if you hear about such a fire, please contact the following:

- Public Safety Office/Dispatch (540) 458-8400

When calling, please provide as much information as possible about the location, date, time and cause of the fire.

Plans for Future Improvements in Fire Safety, if Determined Necessary by the University

The University plans to continue to upgrade older fire alarm systems as needed The University will continue to include the monitoring of all fire alarm systems by an outside agency when new systems are brought online. All Campus fire Alarm Systems are by Emergency 24 Monitoring. Emergency 24 notifies Rockbridge Emergency Communications Center (ECC) and Washington & Lee University's Public Safety Office of all fire alarms.

[1]The EMET consists of: President; Provost; Vice President of Student Affairs; Vice President for Finance and Treasurer; Chief Legal Officer and General Counsel; Dean of the Law School; Chief Public Safety Officer; Vice President of Communications and Strategic Initiatives; Executive Director of University Facilities; Chief Technology Officer; Director of Student Health and Counseling Services/University Physician; Director of Environmental Health and Safety; Executive Director of Human Resources.