



W&L

2026 ANNUAL SECURITY and FIRE SAFETY REPORT

Washington and Lee University, Lexington, VA

(Statistics for 2023, 2024, 2025)



TABLE OF CONTENTS

1. About the University and Required Notices5	4. Sexual Misconduct, Title IX, and Rights and Options17
Washington and Lee University Nondiscrimination Statement5	Notice of Rights and Options (NORO)17
Preparation of the Annual Security Report and Disclosure of Crime Statistics.5	Helping Others17
Annual Security and Fire Safety Report Overview.5	Emergency and Support Resources.18
Washington and Lee University Campus6	Sexual Misconduct20
Equity in Athletics Disclosure Act Report.6	○ Nonconfidential Resources
	○ Preserving Evidence
2. Campus Safety and Security Operations7	Reporting21
Campus Safety and Security: Responsibilities of the University Community7	○ Possible Supportive Measures
Public Safety Department7	○ No Contact Directive
Security and Access to University Facilities8	○ Reporting to Law Enforcement
Access and Security in the Residential Areas8	○ University Reporting Resources
Maintenance and Security of Campus Facilities8	○ Anonymous Reporting
Reporting Crimes8	○ Timeliness of Report and Location of Incident
Silent Witness and Anonymous Reporting9	Resolution Process23
Sex Offenders Registry9	○ Filing a Complaint
	○ Informal Resolution of Formal Title IX Complaints and Non-Title IX Sexual Misconduct Complaints Against Students
3. Emergency Communications and Response .12	○ Investigation of Title IX Complaints and Non-Title IX Sexual Misconduct Complaints Against Students
Timely Warnings12	○ Hearing
○ Distribution Methods for Timely Warnings	○ Sanctions
Emergency Notifications12	○ Appeal
○ Distribution Methods for Emergency Notifications	○ Confidentiality and Privacy
○ Notification of External Audiences	Definitions of Prohibited Sexual Misconduct and Relationship Violence26
○ All Clear Messages	Educational and Prevention Programs27
Crime Prevention Education and Awareness13	○ Risk Reduction
○ Annual and Recurring Programs	5. University Policies and Procedures31
○ Community-Based and Campus-Wide Crime Prevention Activities	Alcohol and Drug Policy31
○ Purpose of Security Awareness Programs	○ Standards of Conduct
Emergency Management Notification Policy Statement14	○ University Policy on Alcohol
○ Confirming a Significant Emergency or Dangerous Situation	○ Individual Violations
○ Initiating the Emergency Notification System	○ Driving Under the Influence of Alcohol or Other Drugs
○ Determining the Content of the Notification	○ Sanctions
○ Emergency Communication Systems Used to Notify the Campus Community	○ University Policy on Drugs
○ Notification of Families and the General Public	○ Legal Sanctions
○ Coordination with External Agencies	○ Health Risks
	○ Drug and Alcohol Programs
	○ Disciplinary Sanctions
	Drug and Alcohol Abuse Prevention Programs.32
	○ Programs Coordinated by the Office of Health Promotion

○ Traveller Program (Safe-Ride and Water Distribution)	
○ Employee Assistance Resources	
Missing Student Notification Policy	33
○ Policy	
○ Designation of Emergency Contact Information	
○ Communications About Missing Students	
Weapons Policy	34
6. Clery Crime Statistics and Fire Safety	37
Crime Statistics	37
Campus Security Authorities (CSAs)	37
○ Designees	
○ CSA Training	
Sources of Statistical Data	37
Clery Geography Categories	37
Clery-Reportable Crimes and Definitions:	38
Clery Statistics for January 1 — December 31 for 2023, 2024, and 2025	39
Hate Crimes	40
Fire Safety Report for January 1 — December 31 for 2023, 2024, and 2025	41
Fire Safety Systems	44
Policies or Rules on Health, Fire, and Life Safety Systems, Portable Electrical Appliances, Smoking, and Open Flames in Student Housing Facilities.	46
○ Procedures for Student Housing Evacuation in the Case of a Fire	
Fire Safety Education and Training Programs Provided to Students and Employees	51
Fire Drills	51
Reporting a Fire	51
Plans for Future Improvements in Fire Safety	51
7. Hazing Policy	53
Hazing Investigation Process	53
Hazing Prevention and Awareness Programs	53
Hazing Policy	53
○ Hazing Definition	
○ Reporting	
○ How to Report	
○ Immunity for Good Faith Reporting or Cooperation	
○ Commonwealth of Virginia Law	

About the University and Required Notices

Washington and Lee University Nondiscrimination 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 nondiscrimination 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 nondiscrimination 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), Washington DC (Metro) Office for Civil Rights** — 400 Maryland Avenue, SW, Washington, D.C. 20202-1475, Telephone: (202) 453-6020, Fax: (202) 453-6021, TDD: (800) 877-8339, OCR.DC@ed.gov

<https://www.wlu.edu/office-of-general-counsel/code-of-policies/discrimination-harassment-and-retaliation/university-policy-on-prohibited-discrimination-harassment-and-retaliation-other-than-sex>

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 including but not limited to Student Affairs, Title IX Coordinator, University Facilities, Athletics, International Education, 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 various institutional policies concerning campus security. 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 and Fire Safety Report Overview

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 1,979 undergraduates, 364 law students, and 1,049 faculty and staff in ongoing positions) within the borders of a 325-acre campus. Approximately 1,419 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. The report 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 Operations

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 activities to Public Safety immediately.
2. Install the W&L Safe App 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 do 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, Deputy Chief, Captain, Technology Manager, Transportation and Parking Manager, Office Manager, Administrative Assistant, 1 First Sergeant, 4 Sergeants, 1 Investigator, 8 Officers, 4 full-time Dispatchers, 1 full-time University Driver, and 26 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 have jurisdiction on W&L campus only, and they 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 has formal written MOUs with the Lexington Police Department, the Rockbridge County Sheriff's Office, and the Virginia State Police. These agencies and the University maintain an excellent working relationship and communicate as needed when incidents arise that require coordination or assistance. Local agencies also share criminal and arrest reports and assist in investigations when necessary.

Washington and Lee University does not have any non-campus locations of officially recognized student organizations, nor does any officially recognized student organization own or control property that meets the Clery definition of a non-campus location. Because the University has no such locations, it does not monitor criminal activity at non-campus properties of student organizations. 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 officers maintain a high degree of visibility across campus. There are currently 82 emergency phones (21 "Code Blue" emergency phones and 61 other emergency phones, including 379 elevator emergency phones) located throughout campus to ensure contact with Public Safety personnel is available at all times. In 2026, the University implemented the W&L Safe App, which allows users to contact Public Safety, report incidents, access emergency information, and utilize additional safety resources.

Access to campus facilities varies by building and is managed to promote safety while supporting academic and operational needs. Academic and administrative buildings are generally open during normal business hours and secured after hours, with many requiring University ID card access during evenings and weekends. Athletic, recreational, and student-life facilities operate on posted schedules and may require ID card access for entry. Public Safety officers routinely patrol these facilities, monitor building conditions, and respond to access-related concerns as needed.

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 University has expanded electronic access control to all residential buildings as well as most campus buildings. Members of Public Safety conduct daily security checks 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 annual safety training and are encouraged to maintain a safe and secure living environment. Residents are responsible for the behavior of their unaffiliated guests, who should remain with their hosts and 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 patrols of campus buildings to monitor activity and assess buildings for potential security concerns. Officers report hazardous or unsafe conditions during their patrols, and Public Safety works closely with Facilities Management to address burned-out lights, malfunctioning door locks, and other physical conditions that affect security. Community members are encouraged to report inoperative exterior lights, malfunctioning emergency phones, or other hazardous conditions to Public Safety or Facilities Management so repairs can be prioritized promptly.

Reporting Crimes

The University encourages the accurate and prompt reporting of all crimes to Public Safety or local law enforcement. Public Safety can assist students or employees in reporting criminal activity to the Lexington Police, the Rockbridge County Sheriff's Office, or the Virginia State Police.

Individuals who become victims of crime are encouraged to report to Public Safety immediately at (540) 458-8999. Prompt reporting helps ensure that information is accurate and allows Public Safety to take timely action to protect the W&L community. Public Safety officers are on duty 24 hours per day, seven days per week, and the Public Safety Office on East Denny Circle is staffed at all times. Any Public Safety officer can take a report of crime and all criminal activity reported to Public Safety is investigated. 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 the incident is reported, timely reporting is critical to community safety and allows the University to assess whether a timely warning or emergency notification is necessary. If a victim is unable to report a crime immediately, they are encouraged to do so as soon as they are able.

Students and employees who do not wish to contact Public Safety directly may report criminal offenses to any of the following University administrators:

- Vice President for 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 Student Affairs and Dean of Sophomores and Juniors
- Assistant Director of Fraternity and Sorority Life
- 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 Engagement
- 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
- Executive Director of Human Resources

Criminal offenses reported to Public Safety or to one of these designated administrators will be investigated, and those that fall into required reporting classifications will be disclosed in the University's annual crime statistics.

Public Safety maintains a collaborative relationship with Lindley Counseling and is sometimes called to conduct wellness checks on students. Public Safety encourages counselors to inform their clients of voluntarily, confidential reporting options.

A confidential report may also be made to a pastoral counselor or a professional counselor. Under the Clery Act, licensed medical, clinical, or mental-health professionals acting in their professional capacity are not considered a Campus Security Authority, nor are pastoral counselors when serving in a ministerial role. The University encourages these counselors to inform individuals of voluntary, confidential reporting procedures for inclusion in crime statistics. When acting in a non-clinical capacity, the Director of Student Counseling is required to disclose any reports made directly to Public Safety. Information shared with a counselor will not be provided to the University, Public Safety, or local law enforcement without the reporting party's consent unless necessary to fulfill time warning or emergency notification requirements.

A crime victim should also be aware that, although a report may be confidential, federal law may require the University to issue a timely warning. If such a

warning is required, the victim will be notified when possible before dissemination. The notification will not include the victim's name or any information that would identify the victim.

Silent Witness and Anonymous Reporting

Victims of a crime who does not wish to pursue action through the University conduct process or the criminal justice system you may still choose to make a voluntary, confidential report to Public Safety. In a voluntary confidential report, the individual's identity is known to the University but is not disclosed publicly. These reports allow the University to include the incident in its annual crime statistics and to assess whether a timely warning or emergency notification is necessary, while still respecting the privacy of the reporting party. Individuals wishing to make a voluntary confidential report may contact Public Safety directly at (540) 458-8999.

Anonymous reporting options are also available. Anonymous reports protect the reporting party's identity from the University, and these reports may be submitted using the Silent Witness and Anonymous Crime Report form at

https://cm.maxient.com/reportingform.php?WLUniv&layout_id=71. Anonymous reports filed in this manner will be included in the University's annual crime statistics and will be investigated only if the information provided indicates a potential ongoing threat or provides sufficient details for follow-up. Incidents may also be reported anonymously through the W&L Safe App, which enables discreet two-way communication with Public Safety using text, photo, video, and audio.

Students participating in the Spring Term Abroad program may 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.vspсор.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.



Emergency Communications and Response

Timely Warnings

Timely warnings are issued to alert the University community about Clery-reportable crimes that occur within the University's Clery geography and that represent a serious or continuing threat to students, faculty, staff, or guest. The purpose of a timely warning is to enable individuals to take steps to protect themselves.

A timely warning will be issued as soon as pertinent information is available. Warnings will not include the name or identifying information of any victim but may include descriptive information about a suspect if known. Timely warnings may be withheld if issuing the warning would compromise efforts to respond to the incident.

The Chief Public Safety Officer or designee, in consultation with the Vice President of Student Affairs determine whether a reported Clery crime presents a serious or continuing threat requiring a timely warning. The on-duty Public Safety supervisor notifies the Chief Public Safety Officer of any crime that may warrant a warning. The Chief Public Safety Officer confirms that the incident is a Clery crime, occurred within Clery geography, and was reported to a Campus Security Authority.

Distribution Methods for Timely Warnings

Timely warnings are distributed to the campus community using one or more of the following methods:

- **Email** to all wlu.edu account holders
- **General Alerts** (text message)
 - Log in at <http://go.wlu.edu/general-alerts> annually to review your contact information for accuracy and update your account when any contact information changes.
- **Posting on the University websites**
 - W&L Emergency Website (<http://emergency.wlu.edu>)
- **Main W&L Website** (www.wlu.edu)

When appropriate, timely warnings may also be shared with the larger non-W&L community through the University's website or social media platforms, as determined by the Chief Public Safety Officer in consultation with the Vice President of Student Affairs.

Emergency Notifications

Emergency notifications are issued 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, or guests. Emergency notifications may be issued for incidents occurring on campus or in areas that pose an immediate threat to the campus community.

Washington and Lee University will, without delay and taking into account the safety of the community, determine the content of the notifications and initiate the notification system unless issuing the notifications would compromise efforts to assist a victim or to contain, respond to, or mitigate the emergency.

Emergency notifications are authorized by the Chief Public Safety Officer in consultation with the Vice President of Student Affairs.

Distribution Methods for Emergency Notifications

Depending on the nature and scope of the emergency, the University may use one or more of the following methods:

- **Email** to all wlu.edu account holders
- **General Alerts** (text message)
 - Log in at <http://go.wlu.edu/general-alerts> annually to review your contact information for accuracy and update your account when any contact information changes.
- **Posting on the University websites**
 - W&L Emergency Website (<http://emergency.wlu.edu>)
 - Main W&L Website (www.wlu.edu)
- **Social media**
 - Facebook (<http://www.facebook.com/washingtonandlee>)
 - X (Twitter) (<https://x.com/wlunews>)
 - W&L Safe App
- **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 methods as needed (bullhorns, flyers, building runners, personal emails, phone calls)

All emergency notification systems are tested at least once annually, and each test is documented to include the date, time, method of communication, and whether the test was announced or unannounced.

Notification of External Audiences

The Vice President of Communications and strategic Initiatives, or designee, is responsible for communicating with external audiences, including local media, parents, and the surrounding community. This may be accomplished through press releases, website updates, social media posts, or direct outreach to media outlets.

All Clear Messages

Once the situation has been resolved and it is safe to resume normal activity, an “all clear” message may be distributed using the same method(s) used for the initial notification.

Crime Prevention Education and Awareness

Washington and Lee University provides ongoing crime-prevention and security-awareness programming designed to help students and employees understand campus safety procedures, recognize potentially unsafe situations, and adopt strategies to reduce risk and practices. All community members are encouraged to take responsibility for their own safety and the safety of others. These programs are offered throughout the year and delivered by Public Safety, Student Affairs, and other University partners.

To support ongoing educations, the University offers the following annual and recurring programs:

Annual and Recurring Programs

■ *New Student Orientation (annually)*

During undergraduate orientation each fall, Public Safety and the Lexington Police Department provide a campus safety presentation covering:

- Campus security procedures
- Personal safety strategies
- Crime prevention practices
- How and when to contact Public Safety
- Use of the W&L Safe App
- Expectations for responsible community behavior

Fire safety education is also provided during orientation, followed by a mandatory fire drills in every residential building early in the term to reinforce evacuation procedures.

■ *New Employee Orientation (bi-annually)*

Public Safety provides training to all new employees during the University’s biannual orientation sessions. Topics include:

- Campus security procedures
- Crime prevention strategies
- Emergency response protocols
- How to respond during an active threat
- *Bystander Awareness Programs*

The Title IX Office provides bystander intervention training to incoming students and staff. These programs encourage community members to recognize concerning behavior, intervene safely, and support individuals who may be at risk.

■ *Student Affairs Liaison Programs*

Student Affairs staff maintain liaison relationship with student groups, including Fraternity and Sorority Life, organizations, international education, and other student communities, to provide crime prevention education and information about emergency resources.

■ *AIM Program and Summer Language Academies (annually each summer)*

Public Safety provides crime prevention briefings to participants in the AIM (Advanced Immersion and Mentoring) Program and the University’s summer Language Academies. These sessions cover personal safety, emergency procedures, and campus security expectations.

Community-Based and Campus-Wide Crime Prevention Activities

■ *National Night Out (Annually)*

Public Safety participates in the local National Night Out event each year, joining regional law enforcement agencies to promote crime prevention and strengthen community relationships. Public Safety distributes Kid ID kits to families to support child safety and emergency preparedness.

■ *Vehicular and Foot Patrols (24/7 year-round)*

Public Safety conducts continuous vehicular and foot patrols across campus to deter crime, enhance visibility, and provide assistance to community members. Officers also offer Safet Walk escorts upon request.

Purpose of Security Awareness Programs

- Increase awareness of campus security procedures
- Encourage responsible decision-making
- Promote personal and community safety
- Reduce opportunities for crime
- Strengthen partnerships between the University and local law enforcement

General safety expectations and personal security practices are introduced during New Student Orientation and New Employee Orientation and are described in the **Campus Safety and Security: Responsibilities of the University Community** section of this report.

Emergency Management Notification Policy Statement

Washington and Lee University maintains a comprehensive Emergency Management Plan (EMP) that outlines the University's procedures for responding to significant emergencies or dangerous situations involving an immediate or impending threat to the health or safety of students or employees. The full Emergency Management Plan is publicly available at: <https://www.wlu.edu/emergency-management/emergency-management-plan>.

The following section summarizes the University's Emergency Notification Policy as required by the Clery Act. This summary uses language drawn directly from the published Emergency Management Plan and includes only the elements required for Clery compliance. The full Plan contains additional procedures related to evacuation, shelter-in-place, accounting for individuals, coordination with external agencies, and other emergency response functions.

Confirming a Significant Emergency or Dangerous Situation

Any member of the W&L community who witnesses or receives information regarding an emergency or impending emergency should contact Public Safety at (540) 458-8999, extension 8999, via 911, or through the W&L Safe App.

Upon receiving a report, Public Safety will assess the situation. If the incident is more serious, Public Safety will notify one or more senior staff members of the Emergency Management Executive Team (EMET), who will:

- Review the situation
- Consult with the President (or designee)
- Consult with internal and external sources as appropriate

- Designate a single Incident Commander, or take other appropriate measures

The Incident Commander oversees all emergency activities and directs the Emergency Operations Group (EOG) as needed.

Initiating the Emergency Notification System

Upon confirmation of a significant emergency or dangerous situation involving an immediate or impending threat to the health or safety of students or employees on campus, the President (or designee) or the Incident Commander will:

- Determine the content of the emergency notification
- Instruct the Vice President of Communications and Strategic Initiatives to issue the notification without delay, unless doing so would compromise efforts to respond to the emergency.

If time does not permit consultation, the Vice President of Communications and Strategic Initiatives, upon notification from the Chief Public Safety Officer or the Vice President for Student Affairs, may independently issue a campus alert.

Determining the Content of the Notification

The President (or designee) or the Incident Commander will determine:

- The nature of the emergency
- The information to be included in the notification
- The protective actions the campus community should take

They will continue to work with the Vice President of Communications and Strategic Initiatives to provide updates throughout the emergency.

Emergency Communication Systems Used to Notify the Campus Community

The University may use one or more of the following systems, as appropriate to the type and scope of the emergency:

- Mass emails to [wlu.edu](https://www.wlu.edu) accounts
- Text alerts to mobile phones through the "Generals Alerts" system (Log in at <http://go.wlu.edu/generals-alerts> annually to review your contact information for accuracy and update your account when any contact information changes.)
- Posting information to the [W&L Emergency Website](#) and main [W&L Website](#)
- Social media: [Facebook](#), [Instagram](#), and [X \(Twitter\)](#)

- W&L Safe App
- 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)

These systems will be used to provide information about the nature of the emergency, what actions to take, and where to obtain additional details.

Notification of Families and the General Public

The University uses the following methods to notify families and the broader community:

- Posting information to the [W&L Emergency Website](#) and main [W&L Website](#)
- Text alerts to mobile phones through the “Generals Alerts” system (family members may subscribe at [General Alerts System](#) and are responsible for keeping their contact information up to date)
- Social media: [Facebook](#), [Instagram](#), and [X \(Twitter\)](#)
- 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)
- Personal emails and phone calls

The Vice President of Communications and Strategic Initiatives (or designee) is the principal media contact and University spokesperson with external audiences.

Coordination with External Agencies

The Incident Commander and the Emergency Operations Group will communicate and coordinate with:

- Local law enforcement
- City of Lexington officials
- Regional and state emergency response agencies
- Health care providers
- Transportation providers
- Other community partners

The University will use a joint or unified command structure when appropriate.

This Annual Security and Fire Safety Report section summarizes only the Clery-required Emergency Notification Policy elements. The full Emergency Management Plan, which includes detailed procedures for:

- Evacuation
- Shelter-in-place
- Accounting for individuals
- Damage assessment
- Disability accommodations
- Coordination with external agencies
- Emergency operations structure

The Emergency Management Plan is available at: <https://www.wlu.edu/emergency-management/emergency-management-plan>



Sexual Misconduct, Title IX, and Rights and Options

Notice of Rights and Options (NORO)

When a crime is reported, Washington and Lee University provides victims with written notification of their rights and options. These rights apply to **all individuals** who experience a crime, regardless of whether they choose to pursue a criminal investigation, a university process, both, or neither.

Victims will receive information about:

- **Available services including** counseling, health and mental-health care, victim advocacy legal assistance, and visa or immigration support
- **Safety planning** and steps to protect personal well-being
- **Supportive measures** that may be available through the University
- **Reporting options** including the choice to report to law enforcement or decline to do so
- **Confidential and non-confidential resources**
- **Preserving evidence** when applicable

These services and options are available **regardless of whether a suspect is identified**, whether the victim participates in a university process, or whether the victim chooses to report to law enforcement.

Victims may also receive guidance on immediate steps to take following a crime, including how to seek medical care, how to preserve evidence, and how to access campus-based and community-based support.

For a complete list of emergency, medical, counseling, advocacy, and safety resources, please refer to the **Emergency and Support Resources table** immediately following this section.

Helping Others

Members of the community who are concerned about a student's well-being may seek assistance through the following options:

- Faculty, staff, family, or friends who are worried about a student's mental health may contact **Lindley Counseling** for guidance.
- Information on recognizing signs of suicidal behavior and supporting someone in crisis is available at go.wlu.edu/healthlibrary.
- If you are concerned about a student who refuses help, you may contact the **Dean of Students**, who has the authority to act to preserve the safety of the student or others.

This guidance is intended to support community members in recognizing and responding to signs of distress and ensuring students are connected with appropriate resources.

Emergency and Support Resources

Confidential resources can speak with you without reporting to the University.
Non-confidential resources may be required to share what you tell them.

Resource	Contact / location	Available	Confidential
Emergency Numbers for immediate help or safety concerns			
W&L Public Safety	540-458-8999	24/7	No
Emergency Services Police, Fire, Medical	911	24/7	No
Suicide & Crisis Lifeline	988	24/7	Yes
Poison Control	1-800-222-1222	24/7	Yes
Lindley Health	540-458-8401	24/7 – academic year	Yes
After-Hours Medical and Crisis Triage			
Lindley Health A nurse assesses your concern for after-hours medical and crisis triage.	540-458-8401 200 East Denny Circle, on campus	After hours	Yes
TELUS Health Mental-health support. Download the app, call, or text.	866-743-7732	24/7	Yes
Medical Care & Forensic Exams			
Lindley Health	540-458-8401 200 East Denny Circle, on campus	24/7 – academic year	Yes
Carilion Rockbridge Community Hospital	540-458-3300 1 Health Circle Lexington, VA 24450	24/7	Yes
Project Horizon Forensic Nursing Center Coordinates PERKs (forensic exams; no police report required).	540-463-2594 120 Varner Lane Lexington, VA 24450	24/7	Yes
Mental Health Support			
Lindley Counseling Students	540-458-8590 200 East Denny Circle, on campus	Business hours	Yes
TELUS Health Students. Free teletherapy for counseling, support and skill building. Download the app.	866-743-7732 Outside the US: 001-416-380-6578	24/7	Yes
Project Horizon	540-463-2594	24/7	Yes
Crisis Text Line	Text GO to 741-741	24/7 phone	Yes
Suicide Prevention Lifeline	1-800-273-TALK (8255)	24/7 phone	Yes

Resource	Contact / location	Available	Confidential
Rockbridge Area Community Services Behavioral Health Crisis Hotline	1-855-222-2046	Business hours	Yes
Mental Health Treatment Finder SAMHSA	samhsa.gov	—	Yes
Employee Assistance Program (EAP) Employees	800-992-1931	24/7 phone	Yes
Advocacy & Confidential Support hotlines			
Virginia State Domestic and Sexual Violence Hotline	800-838-8238 dss.virginia.gov/community/dv	24/7	Yes
National Domestic Violence Hotline	800-799-SAFE (7233) thehotline.org	24/7	Yes
RAINN Hotline	800-656-HOPE (4673) rainn.org	24/7	Yes
Law Enforcement & Public Safety			
Emergency Services Police, Fire, Medical	911	24/7	No
W&L Public Safety	540-458-8999	24/7	No
Lexington Police Department	540-462-3705	24/7	No
Rockbridge County Sheriff's Office	540-463-7328	24/7	No
University Resources not confidential			
Dean of Students Office	540-458-8754	Business hours	No
Dean on Call Via Public Safety	540-458-8999	24/7	No
Title IX Coordinator	540-458-4055	Business hours	No
Human Resources Executive Director	540-458-8318	Business hours	No
Personal Safety & Transportation			
W&L Public Safety Safe Walk and safety concerns	540-458-8999	24/7	No
Traveller Safe Ride Program	540-458-8900	10 pm – 2 am	No

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.

Nonconfidential Resources

Nonconfidential resources are University employees who are required to share information about sexual misconduct with the Title IX Coordinator, so the University can offer supportive measures, ensure safety, and comply with federal law. These resources can provide support, explain reporting and resolution options, and connect individuals with additional services.

A complete list of emergency, medical, counseling, advocacy, law enforcement, and University resources, including confidentiality designations, is provided in the **Emergency and Support Resources section** above.

Preserving Evidence

Individuals are encouraged to preserve evidence to the greatest extent possible. This will best preserve options in the future for reporting to law enforcement or the University or for obtaining a protective order. How to preserve evidence depends on the circumstances, but in all cases, documentation is important: (1) document dates, times, witnesses, and descriptions of incidents in a journal or log; (2) save clothing that was worn at the time of the assault; (3) save electronic exchanges (e.g., text messages, phone call logs, emails, and social media posts), to the extent that they can be captured or preserved; (4) save photographs (including photographs stored on smartphones and other devices); (5) have any injuries documented by a medical provider.

A Physical Evidence Recovery Kit (PERK) is a special medical exam performed by a Sexual Assault Nurse Examiner (SANE) to collect evidence that may be helpful in a criminal prosecution or investigation of a sexual assault. Individuals will not have to pay or file a police report to have a PERK. A PERK is available locally through Project Horizon's local Forensic Nursing Center (Augusta Health). To schedule, contact Project Horizon (540-463-2594). Exams can also be done at Carilion Rockbridge Community Hospital during certain hours. Project Horizon or Public Safety can assist with transport to have evidence collection done. If a PERK is being pursued, individuals should avoid showering, brushing your teeth, eating, drinking, or

changing clothes if at all possible, to preserve the most evidence. Even if an individual has eaten or showered, physical evidence can still be collected 3-5 days after an assault.

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://www.wlu.edu/office-of-general-counsel/code-of-policies/discrimination-harassment-and-retaliation/sexual-discrimination-and-misconduct-policy>. The policy and 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 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 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 supportive measures.

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 department head. For students, the Dean of Students has the discretion to address alleged violations of supportive measures by taking administrative action, 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 or Public Safety. 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 or Public Safety may issue a no-contact directive, which is enforceable through the University.

Washington and Lee's Department of Public Safety is a non-sworn campus agency and does not have the authority to enforce court-issued protective orders. However, when an individual obtains a protective order and provides a copy to the University, the University may:

- Assist the individual in contacting local law enforcement, who have full enforcement authority for protective orders.
- Coordinate with local law enforcement if a concern or potential violation arises on campus.
- Take reasonable steps to support the protected individual, which may include adjustments to class schedules, housing, workplace locations, or other supportive measures designed to enhance safety.
- Maintain a copy of the protective order with Public Safety records to support appropriate response and coordination if an incident is reported.

These actions ensure the University supports the safety and well-being of the individual while respecting the legal limits of its jurisdiction.

Reporting to Law Enforcement

Individuals are encouraged to make an accurate and prompt report of 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: kozaki@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 and 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, including information about the University's procedures for disciplinary action, 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 (kozaki@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 involving Title IX or non-Title IX sexual misconduct complaints against students, 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 and Non-Title IX Sexual Misconduct Complaints Against Students

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.

Before beginning informal resolution the University will obtain the parties' voluntary, written consent to the informal resolution process and will not offer or

facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

Investigation of Title IX Complaints and Non-Title IX Sexual Misconduct Complaints Against Students

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:

- 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:

- Verbal or written warning;
- Termination;
- 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:

- 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 and Relationship Violence

Washington and Lee University prohibits sexual misconduct and related relationship violence offenses, including sexual assault, domestic violence, dating violence, and stalking. These forms of conduct are strictly prohibited and may violate University policy, federal law, and Virginia law.

For detailed definitions, procedures, and related resources, members of the University community may review the Sexual Discrimination and Misconduct Policy at: [Sexual Discrimination and Misconduct Policy](#).

A full list of Clery Act offense definitions used for statistical reporting is provided in the **Clery Reportable Crimes and Definitions** section of this Report.

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.

W&L provides primary prevention and awareness programs for all incoming undergraduate and law students and employees. These programs include the following:

- Statement that the institution prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking.
- The definitions of dating violence, domestic violence, sexual assault, stalking, and consent under Virginia state law and applicable local laws;
- Description of safe and positive options for bystander intervention;
- Information on risk reduction;
- Information on procedures the institution follows when sexual misconduct is reported; and
- Rights within disciplinary proceedings.

In addition to programming for incoming students and employees, the University provides ongoing prevention and awareness campaigns for students and employees. While some ongoing programming focuses on specific issues (ex. the Domestic Violence Employee Webinar focuses on domestic violence), together, these prevention and awareness programs include the definitions of dating violence, domestic violence, stalking, and consent; safe and positive options for bystander intervention; information on risk reduction; information on the procedures the institution follows

when sexual misconduct is reported; and rights within disciplinary proceedings.

Various training prevention programming from the 2025 calendar year are listed below.

- 1L Discrimination and Harassment Policy Orientation, for first-year law students
- Athletic Department Training, for athletic staff
- Binge Thinking Online Program, for first-year undergraduate students
- Bystander Intervention Discussion with athletic teams
- Bystander Intervention Program, for first-year undergraduate and law students
- CampusWell Online Health Magazine, open to the W&L community (articles during 2025 calendar year included, "Everyday Empowerment: 4 Ways to Practice Consent and Own Your Boundaries," "You Have Options: W&L's Resources for Sexual Misconduct," and "How to Support a Friend in an Abusive Relationship")
- Community Safety Panel, for first-year undergraduate students
- Dining Services Department Training
- Domestic Violence Employee Webinar, open to all employees
- Employee Harassment and Discrimination Prevention Online Program, for new employees
- Fall Academy New Faculty Orientation Discrimination, Harassment, and Sexual Misconduct, for new faculty
- Fraternity and Sorority New Member Education
- International Student Discrimination and Harassment Orientation, for first-year students
- W&L Safe App, open to W&L community
- Looking Out for Your Teammates Program, for athletic teams
- Manager Development Training, for managers
- New Employee Orientation Discrimination, Harassment, and Sexual Misconduct, for new employees
- Posters on reporting and University resources, open to W&L community
- Safety Tips Tabling in Elrod Commons, open to W&L community
- Self-Defense Training, open to all students
- Sexual Violence Law Enforcement Resources Program, for Residence Life Staff
- Student Government and Conduct Processes, for first-year students
- Take Back the Night, open to the W&L community

- Traveller Water Distribution Program, for undergraduate students
- U Got This Online Program, for first-year undergraduate and law students
- Voices of W&L, for first-year undergraduate students
- W&L Discrimination/Harassment Policy Training, for Kirgis Fellows
- W&L Discrimination/Harassment Policy Training, for Residence Life Staff
- W&L Discrimination/Harassment Policy Training, for Spring Term study abroad faculty
- Written Resource Cards, provided to students

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>).

W&L also annually trains those involved in implementing grievance procedures on issues related to sexual misconduct and how to conduct an investigation and hearing process that is fair for all participants, protects the safety of victims, and promotes accountability.

Risk Reduction

A. Bystander Intervention

W&L is a community where we expect everyone to do their part to create a safe and welcoming environment for all, which includes being an active bystander. Bystander intervention consists of safe and positive options that may be utilized by an individual or individuals to prevent harm or intervene when there is a risk of an occurrence of sexual misconduct. The University provides bystander intervention training. Being an active bystander involves:

- *Recognize a situation as inappropriate.* While some situations are easily noticeable as potentially dangerous, other situations are characterized as problematic or have the potential to escalate to dangerous situations. Sexual violence does not come out of nowhere. It exists on a continuum and is supported by cultural patterns of disrespect and pressure. Behavior does not need to constitute a potential violation of University Policy or Virginia law

before intervention is necessary. It is important that individuals intervene for non-physical/non-violent inappropriate conduct as much as for more severe conduct. When individuals intervene early, they reduce the likelihood that the more serious actions occur and create an environment where no form of sexual misconduct is acceptable.

- *Assume responsibility.* Individuals make the decision to act either individually or as part of a group.
- *Determine how to help* There is no right or wrong way to intervene. Individuals can be creative in their approach; it does not have to be confrontational. Community members who choose to assist under these circumstances will be supported by the University and protected from retaliation. Remember the four D's as general strategies for intervention that can be utilized: Direct, Distract, Delay, and Delegate.
- **Direct:** respond directly to the potentially harmful behavior;
- **Distract:** create a distraction, such as interrupting the incident or conversation to ask for assistance with a task;
- **Delegate:** involve others to help, including a friend, an event host, supervisor, public safety officer, etc.;
- **Delay:** delay exit from the space and be present with the other person or check in with the person later.
- *Act!*

B. Reducing Risk of Harm

People of all identities and backgrounds experience sexual misconduct. The only person responsible for sexual misconduct is the perpetrator; it is never the fault of the victim. While the responsibility for sexual misconduct lies with the individuals who enact the harm, it is possible to reduce exposure to harm. Below are some tips to reduce risk, but you are the best judge of what you can do in any given situation.

- *Call for help.* If you or someone you know is feeling uncomfortable, scared, or pressured, you can call for help any time. You can contact professionals you trust, which may include W&L Public Safety. You may also contact local law enforcement.
- *Install W&L Safe App on your phone.* Make sure your cell phone is with you and charged. Use the W&L

Safe App for Virtual Safety Walks and to report any suspicious activity to Public Safety.

- **Have a plan.** 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.
- **Lock your door.** Always lock the door to your residence hall room when you go to sleep.
- **Use low-risk drinking guidelines.** The negative physical and mental effects of the use of alcohol and other drugs are well documented. Following the [low risk drinking guidelines](#) will reduce the risk of negative effects.
- **Watch your drink.** 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 a punch bowl or other large, common open containers.
- **Pay attention to risk factors for violence.** While attacks by people we don't know happen, most sexual misconduct is committed by someone we know. Situational risk factors include isolation, presence of alcohol, indoor locations, and nighttime. Behavioral risk factors include sexual entitlement, including sexualizing a situation that is not sexual, power and control, hostility and anger, acceptance of interpersonal violence, and persistence. If you have set a boundary and it is ignored, take this as a warning sign. This will help you decide what to do next. You have the right to defend your body and your personal integrity.
- **Trust your intuition.** It's right most of the time. If someone is behaving disrespectfully or making you feel uncomfortable, you can use the Ds (Direct, Distract, Delegate) to address the behavior. Take steps to remove yourself from the situation early if you are concerned it may become unsafe or violent.



University Policies and Procedures

Alcohol and Drug Policy

Washington and Lee University complies with the Drug-Free Schools and Communities Act (DFCSA) and the Drug-Free Workplace Act, and provides the following information regarding standards of conduct, legal requirements, health risks, available programs, and disciplinary sanctions. The full University Policy on Alcohol and Other Drugs is published online and is reproduced below exactly as written.

Standards of Conduct

Washington and Lee University prohibits the unlawful possession, use, consumption, sale, dispensing, distribution, or manufacture of alcohol or controlled substances on University property, while conducting University business, or as part of University activities.

University Policy on Alcohol

Washington and Lee University supports the Commonwealth of Virginia's laws on the licensing, distribution and consumption of alcoholic beverages. It is the responsibility of all members of the University community to abide by those laws. 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 to University policy. [View the University's guidelines for on-campus alcohol service.](#)

Individual Violations

The [Student Judicial Council \(SJC\)](#) enforces an incident system with specific consequences for violations of University alcohol/drug policies by individuals. Students who intentionally aid any violation of the University's Policies on Alcohol and Other Drugs may be held responsible by the Student Judicial Council (SJC) as an accessory to the violation occurring.

The Student Judicial Council is advised by a professional staff member through the Office of the Dean of Students, and all action is reported to the University faculty through the Student Affairs Committee. A probationary period is normally associated with an alcohol/other drug violation, at a minimum.

First incidents that result in a conviction of an alcohol – or drug-related violation of the law in the City of Lexington and Rockbridge County shall be handled administratively. Convictions related to Driving Under

the Influence of Alcohol/Drugs are an exception as outlined below. Conviction of possession/use of illegal drugs within any campus residence results in removal from the residence without refund in addition to other sanctions.

Driving Under the Influence of Alcohol or Other Drugs

Independent of the incident system, the SJC may suspend or dismiss a student found to have driven a motor vehicle under the influence of alcohol or illegal drugs in the City of Lexington or Rockbridge County. Students who are convicted of driving under the influence of alcohol with a blood alcohol content (B.A.C) of .15 or greater are suspended from the University without hearing. There is a presumption of suspension as the sanction by the Student Judicial Council for students who are convicted of "DUI" under the legal drinking age of the Commonwealth.

There is a presumption of suspension as the sanction by the Student Judicial Council for students who are convicted of "Refusal" when arrested for a DUI offense.

A court's imposition of First-Offender's Status, or deferred adjudication, including any continuance of the case under advisement for an alcohol or drug-related offense (other than DUI as described below) where the student admits to the misconduct, enters a plea of nolo contendere or "did not contest," and where an affirmative sanction is imposed by the court (e.g., fine or community service), will result in a violation under these guidelines and shall be handled administratively.

The following violations of the University alcohol and other drug policies and standards may or may not be determined by the University's administration or the Student Judicial Council to constitute an "incident":

- i. A violation of University residential alcohol or drug policies (handled administratively)
- ii. Misconduct that violates other University alcohol or drug policies
- iii. Drunkenness, when it results in behavior that draws attention to oneself or endangers self or others
- iv. Alcohol or drug violations within first-year residence halls, including possession of alcohol or other drugs (handled administratively and not heard by the Student Judicial Council)

Sanctions

First Incident: Mandatory education and counseling, plus \$100 fine. Parents or legal guardian(s) of undergraduate students notified upon a finding of violation. One calendar year probationary period from date of incident.

Second Incident (during the period of probation resulting from the first incident): These cases are automatically heard by the Student Judicial Council. Sanctions may include mandatory education and counseling plus a minimum of a \$100 fine and maximum of a \$200 fine, up to and including suspension for a full term or full semester. Parents or legal guardian(s) of undergraduate students notified upon charge and disposition.

Third Incident (during the period of probation resulting from the second incident): These cases are automatically heard by the Student Judicial Council. Sanction up to and including dismissal from the University plus a minimum of a \$200 fine and maximum of a \$350 fine. Mandatory education and counseling for those students not dismissed. Parents or legal guardian(s) of undergraduate students notified upon charge and disposition.

Students who are suspended for any alcohol/drug-related reason, whether administratively or by the Student Judicial Council, are required to participate in alcohol/other drug education prior to consideration for reinstatement to the University.

Lying about one's involvement in any alleged violation of student conduct policies may result in referral to the Executive Committee of the Student Body.

All administrative or Student Judicial Council decisions on alcohol/other drug violations are subject to appeal to the University Board of Appeals consistent with University policy: [University Student Handbook](#).

University Policy on Drugs

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).

Legal Sanctions

The University provides a summary of applicable federal and Virginia Laws governing alcohol and drugs 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>

Health Risks

Information about the health risks associated with alcohol and drug use is available at: <https://www.wlu.edu/office-of-general-counsel/code-of-policies/alcohol-drugs-and-safety/drug-free-schools-and-communities-act-notice-to-workplace/health-effects-of-drugs-and-alcohol>

Drug and Alcohol Programs

The University provides information about local treatment programs 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>

Disciplinary Sanctions

The University imposes disciplinary sanctions on student and employees who violate alcohol or drug policies. These sanctions, as published online, include:

- Mandatory education and counseling
- Fines
- Probation
- Suspension
- Dismissal
- Loss of privileges
- Removal from housing
- Termination of employment
- Referral for prosecution

Drug and Alcohol Abuse Prevention Programs

The University provides a variety of drug and alcohol abuse prevention programs designed to support student well-being, promote safer decision-making, and reduce high-risk behaviors. Many of these initiatives are coordinated by the Office of Health

Promotion in collaboration with Student Engagement and Leadership, Fraternity and Sorority Life, Lindley Counseling, Lindley Health, and Law School.

Programs Coordinated by the Office of Health Promotion

- **Binge Thinking** — All incoming first-year students, Resident Advisors, Community Assistants, and Peer Connectors complete this online module on alcohol and drugs developed by Catharsis Productions.
- **Voices of W&L** — First-year students attend a theatrical presentation of real-life scenarios and monologues presented by student actors, followed by discussion with their Resident Advisor. Topics include excessive drinking, helping a friend, drinking and driving, and drug use.
- **Alcohol law and policy education** — First-year students and 1Ls receive handouts on Virginia alcohol laws and University alcohol policies.
- **Alcohol-use information** — First-year students receive printed information on alcohol and its effects, lower-risk guidelines, harm-reduction strategies, and available resources.
- **Hazing Prevention program** — Delivered to first-year students and 1Ls during fall term, including information on alcohol use and its connection to hazing.
- **Risk Management for New Member Education** — Provided to all fraternity and sorority pledges, focusing on alcohol-related risk and safer decision-making.
- **CampusWell e-magazine** — Features ongoing articles throughout the year related to alcohol and other drugs.
- **RA/CA programming** — Resident Advisors and Community Assistants lead alcohol-use education programs throughout the year.
- **REVIVE! naloxone training** — Provides education on naloxone administration and opioid overdose response.
- **Stall Street Journals** — Posters with alcohol and drug information displayed in bathrooms across campus.
- **Student-requested trainings** — Students may request alcohol-use education sessions for their Greek chapter or student organization.
- **BAC cards** — Distributed to all first-year students and widely available across campus to promote safer alcohol-use decision-making.
- **Health Library resources** — Online information on alcohol and other drugs is available through the University's Health Library (<https://www.wlu.edu/>

[campus-life/health-and-wellness/health-library/alcohol-and-other-drugs\)](#)

Traveller Program (Safe-Ride and Water Distribution)

The University operates the Traveller Safe Ride program, which provides transportation to students during evening and late night hours to reduce alcohol related risk and promote safer decision making. Traveller also administers a Water Distribution Program that supplies bottled water at off campus social events to support student well being and encourage safer alcohol use.

Employee Assistance Resources

Employees have access to confidential counseling and referral services through the University's Employee Assistance Plan. Employees may also contact Human Resources or Aetna directly for information about substance use counseling, treatment, or rehabilitation programs covered under the University's health insurance plan.

Missing Student Notification Policy

Washington and Lee University complies with the Higher Education Opportunity Act (HEOA) missing student notification requirements. The following information describes how missing student reports must be made, how they are handled, and when required notifications will occur. The full Missing Student Notification Policy is published online and is reproduced below exactly as written

Any report of a missing student made to a University official must be referred immediately to Public Safety, regardless of the reporting source.

Notifications required by federal law will occur within 24 hours of a student being determined missing.

Policy

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 reasonable belief that the unusual circumstances may have caused the absence. Such circumstances may include, but not be limited to: a report or suspicion that the student may be a victim of foul play; the student has expressed suicidal thoughts, may be drug dependent or in a life threatening situation; or if the student is overdue returning to campus and is not heard from after giving a specific return time to friends or family.

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. Public Safety will collaborate with the Student Affairs staff to make an effort 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.

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 enforcement** 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 the Counseling Center and/or the Student Health Center.

Designation of Emergency Contact Information

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. 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.

Communications About Missing Students

1. In accordance with established University emergency procedures, the Executive Director of Communications and Public Affairs will be part of the University's administrative response team and is the designated spokesperson to handle media inquiries concerning a missing student.
2. The local law enforcement agency in charge of the investigation and Public Safety will each be consulted by the Executive Director of Communications and Public Affairs prior to any information release from the university so as not to jeopardize any investigation.
3. Information provided to the media to elicit public assistance in the search for the missing person will be handled by the local law enforcement agency.

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, instruments designed or intended to propel a bullet, cartridge, or other object of any kind, 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.

Tents, structures, enclosures, and shelters of any kind are prohibited, as well as camping or sleeping on any properties owned, leased or otherwise controlled by Washington and Lee University, except in connection with activities approved by Student Affairs.

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.



Clery Crime Statistics and Fire Safety

Crime Statistics

Washington and Lee University collects and publishes crime statistics in compliance the Clery Act. The Act requires institutions to gather reports of certain crimes from Public Safety, from designated Campus Security Authorities (CSAs), and from local law enforcement agencies. CSAs report statistical information once, not personally identifiable information.

Campus Security Authorities (CSAs)

CSAs are individuals with significant responsibility for student and campus activities, including student housing, student conduct, student organizations, and campus judicial processes.

Designees

At Washington and Lee, CSAs include Public Safety Officer, the administrators listed the **Reporting Crimes section**, and the following positions:

- 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
- Human Resources personnel
- 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

CSA Training

All designated Campus Security Authorities (CSAs) receive annual training. CSA training includes an overview of Clery-reportable crimes, Clery geography, reporting obligations, definitions, and examples of scenarios to help CSAs recognize when an incident must be reported. The training also explains how and where to submit reports and emphasizes the importance of prompt and accurate reporting. CSA designation is included in positions descriptions for employees whose roles meet the Clery definition of a Campus Security Authority.

Sources of Statistical Data

In addition to CSA reports, statistics are also obtained from the Lexington Police Department, the Rockbridge County Sheriff's Office, and the Virginia State Police.

Washington and Lee compiles statistics for the calendar years 2023, 2024, and 2025, using the FBI Uniform Crime Reporting (UCR) system as a guideline. Public Safety also maintains a Daily Crime Log that is available at the Public Safety Office during normal business hours. All crimes reported to Public Safety are entered into the log within two business days. The log includes the nature, date, time, and general location of each crime, as well as the disposition.

Clery Geography Categories

The Clery Act requires institutions to report crimes by specific geographic categories:

- **Campus** – Buildings or property owned or controlled by the University within the reasonably contiguous campus area, including residence halls.

- **On-Campus Residential** – A subset of Campus, limited to student housing facilities.
- **Non-Campus** – Property owned or controlled by recognized student organizations, or property used by the University for educational purposes but not within the contiguous campus area.
- **Public Property** – Public areas within or immediately adjacent to campus, such as sidewalks, streets, and parking facilities.

The following pages include the federally required crime statistics for these geographic categories, along with the **Clery-Reportable Crime Categories** and their definitions.

Clery-Reportable Crimes and Definitions:

Criminal Offenses

- **Murder and Non-negligent Manslaughter** – The willful (non-negligent) killing of one human being by another.
- **Negligent Manslaughter** – The killing of another person through gross negligence.
- **Rape** – Non-consensual penetration, however slight.
- **Fondling** – Non-consensual touching of private body parts.
- **Incest** – Sexual intercourse between close relatives.
- **Statutory rape** – Sexual intercourse with a person below the age of consent
- **Robbery** – Taking property by force, threat, or intimidation.
- **Aggravated Assault** – Attack intended to cause severe injury, often involving a weapon.
- **Burglary** – Unlawful entry into a structure to commit theft or a felony.
- **Motor Vehicle Theft** – The theft or attempted theft of a motor vehicle.
- **Arson** – Willful or malicious burning of property.

Violence Against Women Act (VAWA) Offenses

- **Domestic violence** – Violence by a current/former intimate partner or household member.
- **Dating violence** – Violence in a romantic or intimate relationship.
- **Stalking** – Repeated conduct causing fear or emotional distress.

Hazing

Hazing is defined as acts committed as part of initiation or membership that cause or risk physical or psychological harm.

Arrests and Referral for Disciplinary Action

- **Liquor Law Violation** – The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.
- **Drug Law Violation** – The violations of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.
- **Weapon Law Violation** – The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives incendiary devices, or other deadly weapons

Arrests

An **arrest** is counted when a person is taken into custody by law enforcement for a violation of liquor, drug, or weapons law. Arrests involve:

- Physical custody or a legal detainment
- Issuance of a summons or citation in lieu of custody
- Formal criminal processing

Arrests reflect **law enforcement action and** are based on violations **of state or local law**, not institutional policy.

Referrals

A **disciplinary referral** is counted when a person is referred to a campus official for possible disciplinary action for a liquor, drug, or weapons, violations. Referrals involve:

- No law enforcement arrest
- A report to a campus official authorized to initiate disciplinary proceedings
- A record of the referral being kept

Referrals reflect institutional **action**, not criminal charges.

Hate Crime

Hate crimes include **any of** the above offenses **plus** the four below **when motivated by bias** (race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, disability):

■ **Larceny-Theft** – Taking property without consent.

■ **Simple Assault** – Physical attack without a weapon or serious injury.

■ **Intimidation** – Threatening behavior causing fear of harm.

■ **Destruction/Damage/Vandalism of property** – Damaging or defacing property.

Clery Statistics for January 1 — December 31 for 2023, 2024, and 2025

2025						
	Primary Crimes	Total On-Campus	Residential Housing Only	Non-Campus	Public Property	Grand Total
Criminal Offenses	Murder/Non-negligent Manslaughter	0	0	0	0	0
	Negligent Manslaughter	0	0	0	0	0
	Robbery	0	0	0	0	0
	Aggravated Assault	0	0	0	0	0
	Burglary	0	0	0	0	0
	Motor Vehicle Theft	3	0	0	0	3
	Arson	2	2	0	0	2
Sex Offenses	Rape	2	2	0	0	2
	Fondling	0	0	0	0	0
	Incest	0	0	0	0	0
	Statutory Rape	1	1	0	0	1
VAWA Offenses	Domestic Violence	0	0	0	0	0
	Dating Violence	2	0	0	0	2
	Stalking	5	1	0	0	5
Hazing Incidents	Hazing	1	0	0	0	1
Arrests	Liquor Law Violations	0	0	0	0	0
	Drug Law Violations	0	0	0	0	0
	Weapons Law Violations	0	0	0	0	0
Referrals for Disciplinary Action	Liquor Law Violations	47	33	0	0	47
	Drug Law Violations	0	0	0	0	0
	Weapons Law Violations	0	0	0	0	0

2024						
	Primary Crimes	Total On-Campus	Residential Housing Only	Non-Campus	Public Property	Grand Total
Criminal Offenses	Murder/Non-negligent Manslaughter	0	0	0	0	0
	Negligent Manslaughter	0	0	0	0	0
	Robbery	0	0	0	0	0
	Aggravated Assault	0	0	0	0	0
	Burglary	1	0	0	0	1
	Motor Vehicle Theft	1	1	0	0	1
	Arson	0	0	0	0	0
Sex Offenses	Rape	3	2	0	0	3
	Fondling	4	3	0	0	4
	Incest	0	0	0	0	0
	Statutory Rape	0	0	0	0	0
VAWA Offenses	Domestic Violence	0	0	0	0	0
	Dating Violence	4	4	0	0	4
	Stalking	4*	2	0	0	4*
Hazing Incidents	Hazing	NA	NA	NA	NA	NA
Arrests	Liquor Law Violations	0	0	0	0	0
	Drug Law Violations	0	0	0	0	0
	Weapons Law Violations	0	0	0	0	0
Referrals for Disciplinary Action	Liquor Law Violations	57	42	0	0	57
	Drug Law Violations	3	3	0	0	3
	Weapons Law Violations	0	0	0	0	0

*Statistic updated following internal audit review

2023						
	Primary Crimes	Total On-Campus	Residential Housing Only	Non-Campus	Public Property	Grand Total
Criminal Offenses	Murder/Non-negligent Manslaughter	0	0	0	0	0
	Negligent Manslaughter	0	0	0	0	0
	Robbery	0	0	0	0	0
	Aggravated Assault	0	0	0	0	0
	Burglary	0	0	0	0	0
	Motor Vehicle Theft	0	0	0	0	0
	Arson	0	0	0	0	0
Sex Offenses	Rape	7	7	0	0	7
	Fondling	0	0	0	0	0
	Incest	0	0	0	0	0
	Statutory Rape	0	0	0	0	0
VAWA Offenses	Domestic Violence	0	0	0	0	0
	Dating Violence	0	0	0	0	0
	Stalking	2	1	0	0	2
Hazing Incidents	Hazing	NA	NA	NA	NA	NA
Arrests	Liquor Law Violations	2	1	0	0	2
	Drug Law Violations	0	0	0	0	0
	Weapons Law Violations	0	0	0	0	0
Referrals for Disciplinary Action	Liquor Law Violations	91	61	0	0	91
	Drug Law Violations	1	1	0	0	1
	Weapons Law Violations	0	0	0	0	0

There were no unfounded crimes at Washington and Lee University in 2025, 2024, or 2023.

Hate Crimes

Year	Count	Crime	Geography	Bias Category
2025	1	Vandalism	On-Campus (Non-Residential)	Sexual Orientation
	1	Intimidation	On-Campus (Non-Residential)	Gender
2024	1	Larceny	On-Campus (Non-Residential)	Sexual Orientation
	1	Intimidation	On-Campus (Non-Residential)	Sexual Orientation
	1	Vandalism	On-Campus (Non-Residential)	Sexual Orientation
	1	Destruction of property and vandalism	On-Campus (Non-Residential)	Gender Identity
2023	0	N/A	NA	N/A

Fire Safety Report for January 1 — December 31 for 2023, 2024, and 2025

NOTE: Several residential facilities were renamed in 2026. Fire Safety information in this report reflects the facility names that were in use during the 2025 reporting year. Updated facility names are noted parenthetically for reader clarity

2025							
Residential Facilities	Fire Number	Date of Fire	Time of Fire	Cause of Fire	Injuries Requiring Treatment	Deaths	Property Damage (\$)
5 Henry Street 5 Henry Street	-	-	-	-	-	-	-
Washingtonian House (renamed 212 N. Main Street)	-	-	-	-	-	-	-
112 W Preston 112 Preston Street	-	-	-	-	-	-	-
210 N. Main Street 210 N. Main Street	-	-	-	-	-	-	-
Alpha Delta Pi Sorority 12 Frank Parsons Way	-	-	-	-	-	-	-
Arts, Recreation and Culture House (renamed 205 E. Washington Street)	-	-	-	-	-	-	-
Casa Hispanica (renamed 4 Lee Avenue)	-	-	-	-	-	-	-
Chavis House 10 Lee Avenue	-	-	-	-	-	-	-

2025							
Residential Facilities	Fire Number	Date of Fire	Time of Fire	Cause of Fire	Injuries Requiring Treatment	Deaths	Property Damage (\$)
Chi Omega Sorority 2 Frank Parsons Way	-	-	-	-	-	-	-
Chi Psi Fraternity 5 Lee Avenue	25-0394	11/16/2025	7:50 PM	Intentional	-	-	\$0.00
Delta Society 8 Frank Parsons Way	-	-	-	-	-	-	-
Gaines Hall 229 W. Nelson Street	-	-	-	-	-	-	-
Global Service House (renamed 106 Lee Avenue)	-	-	-	-	-	-	-
Graham-Lees Hall 215 W. Washington Street	25-0011	01/12/2025	6:38 AM	Intentional	-	-	\$0.00
Kappa Alpha Fraternity 300 E Nelson Street	-	-	-	-	-	-	-
Kappa Alpha Theta Sorority 4 Frank Parsons Way	-	-	-	-	-	-	-
Kappa Kappa Gamma Sorority 10 Frank Parsons Way	-	-	-	-	-	-	-
Kappa Sigma Fraternity 220 E. Nelson Street	-	-	-	-	-	-	-
Lambda Chi Alpha Fraternity 225 E. Nelson Street	-	-	-	-	-	-	-
Nuestro Hogar Latino House (renamed 218 E. Nelson Street)	-	-	-	-	-	-	-
Outing Club House (renamed 203 E. Washington Street)	-	-	-	-	-	-	-
Phi Kappa Psi Fraternity 301 E. Washington Street	-	-	-	-	-	-	-
Pi Beta Phi Sorority 6 Frank Parsons Way	-	-	-	-	-	-	-
Pi Kappa Alpha Fraternity 106 N. Main Street	-	-	-	-	-	-	-
Pi Kappa Phi Fraternity 201 E. Washington Street	-	-	-	-	-	-	-
Sankofa House (renamed 11 N. Jefferson Street)	-	-	-	-	-	-	-
Sigma Chi Fraternity 216 E. Nelson Street	-	-	-	-	-	-	-
Sigma Nu Fraternity 4 W. Henry Street	-	-	-	-	-	-	-
Village Civic Building A 314 Augusta Square	-	-	-	-	-	-	-
Village Civic Building B 312 Augusta Square	-	-	-	-	-	-	-
Village Apartment C 302 Augusta Square	-	-	-	-	-	-	-
Village Apartment D 304 Augusta Square	-	-	-	-	-	-	-
Village Apartment E 209 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment F 207 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment G 205 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment H 201 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment I 101 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse J 103 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse K 105 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse L 107 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse M 109 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse N 111 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse O 306 Augusta Square	-	-	-	-	-	-	-
Village Townhouse P 308 Augusta Square	-	-	-	-	-	-	-
Village Townhouse Q 310 Augusta Square	-	-	-	-	-	-	-
Woods Creek Central Apartments 205 East Denny Circle	-	-	-	-	-	-	-
Woods Creek East Apartments 215 East Denny Circle	-	-	-	-	-	-	-
Woods Creek West Apartments 195 East Denny Circle	-	-	-	-	-	-	-
Summary of report	One fire was reported at 6:38 AM on 1/12/2025 at the Graham-Lees Hall, caused by improper use of cooking equipment, resulting in \$0.00 in property damage. One fire was reported at 7:50 PM on 11/16/2025 at the Chi Psi Fraternity, caused by burning cardboard, resulting in \$0.00 in property damage.						

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.

2024							
Residential Facilities	Fire Number	Date of Fire	Time of Fire	Cause of Fire	Injuries Requiring Treatment	Deaths	Property Damage (\$)
5 Henry Street 5 Henry Street	-	-	-	-	-	-	-
Washingtonian House (renamed 212 N. Main Street)	-	-	-	-	-	-	-
112 W Preston 112 Preston Street	-	-	-	-	-	-	-
210 N. Main Street 210 N. Main Street	-	-	-	-	-	-	-
Alpha Delta Pi Sorority 12 Frank Parsons Way	-	-	-	-	-	-	-
Arts, Recreation and Culture House (renamed 205 E. Washington Street)	-	-	-	-	-	-	-
Casa Hispanica (renamed 4 Lee Avenue)	-	-	-	-	-	-	-
Chavis House 10 Lee Avenue	-	-	-	-	-	-	-
Chi Omega Sorority 2 Frank Parsons Way	-	-	-	-	-	-	-
Chi Psi Fraternity 5 Lee Avenue	-	-	-	-	-	-	-
Delta Society 8 Frank Parsons Way	-	-	-	-	-	-	-
Gaines Hall 229 W. Nelson Street	-	-	-	-	-	-	-
Global Service House (renamed 106 Lee Avenue)	-	-	-	-	-	-	-
Graham-Lees Hall 215 W. Washington Street	-	-	-	-	-	-	-
Kappa Alpha Fraternity 300 E Nelson Street	-	-	-	-	-	-	-
Kappa Alpha Theta Sorority 4 Frank Parsons Way	-	-	-	-	-	-	-
Kappa Kappa Gamma Sorority 10 Frank Parsons Way	-	-	-	-	-	-	-
Kappa Sigma Fraternity 220 E. Nelson Street	-	-	-	-	-	-	-
Lambda Chi Alpha Fraternity 225 E. Nelson Street	-	-	-	-	-	-	-
Nuestro Hogar Latino House (renamed 218 E. Nelson Street)	-	-	-	-	-	-	-
Outing Club House (renamed 203 E. Washington Street)	-	-	-	-	-	-	-
Phi Kappa Psi Fraternity 301 E. Washington Street	-	-	-	-	-	-	-
Pi Beta Phi Sorority 6 Frank Parsons Way	-	-	-	-	-	-	-
Pi Kappa Alpha Fraternity 106 N. Main Street	-	-	-	-	-	-	-
Pi Kappa Phi Fraternity 201 E. Washington Street	-	-	-	-	-	-	-
Sankofa House (renamed 11 N. Jefferson Street)	-	-	-	-	-	-	-
Sigma Chi Fraternity 216 E. Nelson Street	-	-	-	-	-	-	-
Sigma Nu Fraternity 4 W. Henry Street	-	-	-	-	-	-	-
Village Civic Building A 314 Augusta Square	-	-	-	-	-	-	-
Village Civic Building B 312 Augusta Square	-	-	-	-	-	-	-
Village Apartment C 302 Augusta Square	-	-	-	-	-	-	-
Village Apartment D 304 Augusta Square	-	-	-	-	-	-	-
Village Apartment E 209 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment F 207 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment G 205 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment H 201 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment I 101 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse J 103 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse K 105 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse L 107 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse M 109 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse N 111 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse O 306 Augusta Square	-	-	-	-	-	-	-
Village Townhouse P 308 Augusta Square	-	-	-	-	-	-	-
Village Townhouse Q 310 Augusta Square	-	-	-	-	-	-	-
Woods Creek Central Apartments 205 East Denny Circle	-	-	-	-	-	-	-
Woods Creek East Apartments 215 East Denny Circle	-	-	-	-	-	-	-
Woods Creek West Apartments 195 East Denny Circle	-	-	-	-	-	-	-
Summary of report	Zero reportable fires occurred in 2024.						

Washington and Lee University reviewed all reported fire-related incidents for calendar years 2023, 2024, and 2025. The institution applies the Clery Act definition of a fire – “any instance of open flame or other burning in a place not intended to burn” – when determining which incidents are included in this report. Only incidents that meet this definition and occur in on-campus student housing are classified and reported as fires in the Annual Fire Safety Report.

2023							
Residential Facilities	Fire Number	Date of Fire	Time of Fire	Cause of Fire	Injuries Requiring Treatment	Deaths	Property Damage (\$)
5 Henry Street 5 Henry Street	-	-	-	-	-	-	-
Washingtonian House (renamed 212 N. Main Street)	-	-	-	-	-	-	-
112 W Preston 112 Preston Street	-	-	-	-	-	-	-
210 N. Main Street 210 N. Main Street	-	-	-	-	-	-	-
Alpha Delta Pi Sorority 12 Frank Parsons Way	-	-	-	-	-	-	-
Arts, Recreation and Culture House (renamed 205 E. Washington Street)	-	-	-	-	-	-	-
Casa Hispanica (renamed 4 Lee Avenue)	-	-	-	-	-	-	-
Chavis House 10 Lee Avenue	-	-	-	-	-	-	-
Chi Omega Sorority 2 Frank Parsons Way	-	-	-	-	-	-	-
Chi Psi Fraternity 5 Lee Avenue	-	-	-	-	-	-	-
Delta Society 8 Frank Parsons Way	-	-	-	-	-	-	-
Gaines Hall 229 W. Nelson Street	-	-	-	-	-	-	-
Global Service House (renamed 106 Lee Avenue)	-	-	-	-	-	-	-
Graham-Lees Hall 215 W. Washington Street	-	-	-	-	-	-	-
Kappa Alpha Fraternity 300 E Nelson Street	2023-90000235	2023-05-03 00:00:00	22:25:03	Smoking	-	-	946.25
Kappa Alpha Theta Sorority 4 Frank Parsons Way	-	-	-	-	-	-	-
Kappa Kappa Gamma Sorority 10 Frank Parsons Way	-	-	-	-	-	-	-
Kappa Sigma Fraternity 220 E. Nelson Street	-	-	-	-	-	-	-
Lambda Chi Alpha Fraternity 225 E. Nelson Street	-	-	-	-	-	-	-
Nuestro Hogar Latino House (renamed 218 E. Nelson Street)	-	-	-	-	-	-	-
Outing Club House (renamed 203 E. Washington Street)	-	-	-	-	-	-	-
Phi Kappa Psi Fraternity 301 E. Washington Street	-	-	-	-	-	-	-
Pi Beta Phi Sorority 6 Frank Parsons Way	-	-	-	-	-	-	-
Pi Kappa Alpha Fraternity 106 N. Main Street	-	-	-	-	-	-	-
Pi Kappa Phi Fraternity 201 E. Washington Street	-	-	-	-	-	-	-
Sankofa House (renamed 11 N. Jefferson Street)	-	-	-	-	-	-	-
Sigma Chi Fraternity 216 E. Nelson Street	-	-	-	-	-	-	-
Sigma Nu Fraternity 4 W. Henry Street	-	-	-	-	-	-	-
Village Civic Building A 314 Augusta Square	-	-	-	-	-	-	-
Village Civic Building B 312 Augusta Square	-	-	-	-	-	-	-
Village Apartment C 302 Augusta Square	-	-	-	-	-	-	-
Village Apartment D 304 Augusta Square	-	-	-	-	-	-	-
Village Apartment E 209 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment F 207 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment G 205 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment H 201 Larry Stuart Avenue	-	-	-	-	-	-	-
Village Apartment I 101 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse J 103 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse K 105 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse L 107 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse M 109 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse N 111 Lewis John Avenue	-	-	-	-	-	-	-
Village Townhouse O 306 Augusta Square	-	-	-	-	-	-	-
Village Townhouse P 308 Augusta Square	-	-	-	-	-	-	-
Village Townhouse Q 310 Augusta Square	-	-	-	-	-	-	-
Woods Creek Central Apartments 205 East Denny Circle	-	-	-	-	-	-	-
Woods Creek East Apartments 215 East Denny Circle	-	-	-	-	-	-	-
Woods Creek West Apartments 195 East Denny Circle	-	-	-	-	-	-	-
Summary of report	One fire was reported at 10:25 PM on 5/3/2023 at the Kappa Alpha Fraternity, caused by smoking, resulting in \$946.25 in property damage.						

Fire Safety Systems

Campus buildings are equipped with automatic fire alarm systems, full sprinkler systems, smoke detectors, and fire extinguishers. These systems are monitored and maintained by the University's Fire Safety Office.

The University conducts regular inspections and testing of all fire safety systems in accordance with the Virginia State Fire Code. The Fire Safety Office completes quarterly inspections sprinkler system inspections and two comprehensive fire alarm system inspections

each year, which include checks of alarm panels, batteries, strobes, and sirens. All inspection documentation is maintained by the Fire Safety Office and is available to local and state agencies upon request.

Residence halls and other campus buildings are equipped with fire alarm pull stations, smoke detectors, and sprinkler systems as required by state and local regulations. Fire extinguishers are placed throughout campus buildings and are inspected in accordance with the VA State Fire Code. Any deficiencies identified during

inspections are corrected promptly to ensure continued compliance and system reliability.

Students and employees are expected to follow all posted fire safety guidelines, including evacuation procedures when alarms are activated. Tampering with fire safety equipment is strictly prohibited and may result in disciplinary action.

All fire alarm monitoring is performed 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.

Residential Facilities	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 Street 5 Henry Street	X		X	X	X	Plans	4
Washingtonian House (renamed 212 N. Main Street)	X			X	X	Plans	4
112 W Preston 112 Preston Street	X		X	X	X	Plans	4
210 N. Main Street 210 N. Main Street	X			X	X	Plans	4
Alpha Delta Pi Sorority 12 Frank Parsons Way	X		X	X	X	Plans	4
Arts, Recreation and Culture House (renamed 205 E. Washington Street)	X		X	X	X	Plans	4
Casa Hispanica (renamed 4 Lee Avenue)	X		X	X	X	Plans	4
Chavis House 10 Lee Avenue	X		X	X	X	Plans	4
Chi Omega Sorority 2 Frank Parsons Way	X		X	X	X	Plans	4
Chi Psi Fraternity 5 Lee Avenue	X		X	X	X	Plans	4
Delta Society 8 Frank Parsons Way	X		X	X	X	Plans	4
Gaines Hall 229 W. Nelson Street	X		X	X	X	X	4
Global Service House (renamed 106 Lee Avenue)	X		X	X	X	Plans	4
Graham-Lees Hall 215 W. Washington Street	X		X	X	X	X	4
Kappa Alpha Fraternity 300 E Nelson Street	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 Street	X		X	X	X	Plans	4
Lambda Chi Alpha Fraternity 225 E. Nelson Street	X		X	X	X	Plans	4
Nuestro Hogar Latino House (renamed 218 E. Nelson Street)	X		X	X	X	Plans	4
Outing Club House (renamed 203 E. Washington Street)	X		X	X	X	Plans	4
Phi Kappa Psi Fraternity 301 E. Washington Street	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 Street	X		X	X	X	Plans	4
Pi Kappa Phi Fraternity 201 E. Washington Street	X		X	X	X	Plans	4
Sankofa House (renamed 11 N. Jefferson Street)	X		X	X	X	Plans	4
Sigma Chi Fraternity 216 E. Nelson Street	X		X	X	X	Plans	4
Sigma Nu Fraternity 4 W. Henry Street	X		X	X	X	Plans	4
Village Civic Building A 314 Augusta Square	X		X	X	X	Plans	4
Village Civic Building B 312 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
Woods Creek Central Apartments 205 East Denny Circle	X		X	X	X	Plans	4
Woods Creek East Apartments 215 East Denny Circle	X		X	X	X	Plans	4
Woods Creek West Apartments 195 East Denny Circle	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 and prevention" brochure listed in the "housing agreement."

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 community 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. University faculty and staff, including but not limited to housing and 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.
4. 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.
5. Students must respect the rights of their roommates, housemates and neighbors.
6. 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 community 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 and 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 and 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 from 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 community houses. Fine – \$250
 - i. Smoking on porches or balconies of residence halls, fraternity, sorority, or community 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 community 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 community 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 and 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 and Residence Life or Environmental Health and 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 and 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 community 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, green-space, 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 community 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.
7. 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.
 8. 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.

9. 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 and Lee University, acting through the Office of Housing and 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 and 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 and 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.

Reporting a Fire

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 is the **non-emergency number** 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) 458-8999

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

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 and Lee University's Public Safety Office of all fire alarms.



Hazing Policy

Hazing Investigation Process

Student Affairs will investigate good faith reports of alleged hazing violations within student organizations, fraternities and sororities, clubs, and athletic teams at Washington and Lee University.

Investigations will proceed in the following steps:

1. A designated Student Affairs Staff Member (i.e., Student Affairs Designee) will review the hazing allegation and determine if the investigation process should be initiated based on the information provided. When deemed appropriate by the Student Affairs Designee, additional designated university personnel may be requested to assist in the investigation as additional investigators.
 - a. The investigator(s) may collect any relevant preliminary information including conducting a preliminary meeting(s) with individuals based on the context of the allegation.
 - b. When applicable, inter/national fraternity and sorority headquarter staff may be notified of the allegation during the initial review and investigation planning phase. At the discretion of the Student Affairs Designee, inter/national organizations may have the opportunity to partner with the investigator(s) to conduct a joint or parallel investigation.
2. The Student Affairs Designee will notify the leader/president of the alleged organization of the hazing allegation, the pending investigation, and will offer to meet with the leader/president to review the investigation process.
 - a. Additional stakeholders included on the initial notice may include, but are not limited to, staff advisor/coach, inter/national headquarters staff, and nonstaff advisors on file with Student Affairs.
3. After the organization has been notified, the formal investigation process will begin which may include, but is not limited to, partnering with international headquarters (if applicable) and conducting interviews with members of the organization, advisors, university staff members, and potential witnesses.
4. The investigator(s) will complete an investigation report including the initial allegation, an outline of the investigation process, and a summary of information gathered during the investigation process. Typically, the final report will be completed

within thirty (30) business days of the allegation being received.

- a. If the Student Affairs Designee determines that the information gathered does not suggest a potential violation of the hazing policy, the matter will be concluded, and the organization will be notified.
 - b. If the Student Affairs Designee determines that the information gathered may suggest a potential violation of the hazing policy, the final investigation report will be referred to the appropriate conduct body (e.g., the Student Judicial Council or IFC, as applicable).
5. The appropriate conduct body will review and conduct their adjudication process, including outreach to the organization, as outlined in their respective bylaws and/or procedures.

Hazing Prevention and Awareness Programs

W&L offers in-person hazing prevention education to all current members, new members, and potential new members of student organizations with a new member process, and advisors and coaches of such organizations. This includes training as required by Adam's law ([Code of Virginia § 18.2-56](#) and supplemental educational programs, both in-person and online, for faculty, staff, and students.

Our hazing prevention programs include educational workshops, faculty and staff training during new employee orientations, and online resources. Some examples of topics included in our programs include evidence-based strategies for preventing hazing before it occurs (e.g., bystander intervention), defining hazing (federal, state, and institutional), discussing risks associated with hazing behaviors, reviewing relevant institutional policies, and providing information on how to report hazing. In addition to our comprehensive education and training offerings, additional prevention strategies include promoting healthy group bonding and values-based decision-making among our student organizations and anti-hazing social media campaigns.

Hazing Policy

Hazing is prohibited by Washington and Lee University, the [Code of Virginia § 18.2-56](#), and the federal [Stop](#)

[Campus Hazing Act \(H.R.5646\)](#). This policy applies to all University students and student organizations.

Washington and Lee complies with [Virginia Code Section 23.1-822](#) (Adam's Law) and the federal [Stop Campus Hazing Act \(H.R.5646\)](#). This means that the University will:

- Provide hazing prevention training to the extent required by [Va. Code §23.1-820](#). For example, there will be in-person hazing prevention education for various groups such as all current members, new members, and potential new members of student organizations with a new member process, as well as coaches and advisors of organizations/teams with a new member process. More information about our hazing prevention education is available on our [Hazing Prevention Education webpage](#).
- Maintain an institutional hazing policy that includes the definition of hazing, information on how to report hazing, and language concerning immunity from disciplinary action for certain individuals who report an act of hazing.
- Publicly report violations of the this hazing policy to the extent required by [Va. Code §23.1-822](#) and the [Stop Campus Hazing Act](#). This report is referred to as the Campus Hazing Transparency Report.
- Provide a hardcopy notice of the availability of the Campus Hazing Transparency Report, including a weblink, to new students.
- Maintain a [hazing prevention webpage](#) which includes our Hazing Policy, Campus Hazing Transparency Report, and additional educational resources to help prevent hazing.

Hazing Definition

For the purpose of this policy and institutional conduct processes, hazing is defined by the following state and federal definitions:

The [Code of Virginia § 18.2-56](#) defines "hazing" to mean "to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily injury on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity."

The federal [Stop Campus Hazing Act](#) defines "hazing" to mean "any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person

or persons regardless of the willingness of such other person or persons to participate, that-

"(l) is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and

"(ll) causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including —

"(aa) whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;

"(bb) causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;

"(cc) causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;

"(dd) causing, coercing, or otherwise inducing another person to perform sexual acts;

"(ee) any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;

"(ff) any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and

"(gg) any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law."

Reporting

The University encourages reporting of alleged hazing and violations of its [hazing policy](#). Allegations of hazing or retaliation for reporting hazing or cooperating in a hazing-related investigation made against individuals or student organizations who are not members of the Interfraternity Council (IFC), such as Panhellenic Council (PC) and all National Pan-Hellenic Council (NPHC) organizations, will be referred to the Student Judicial Council. Allegations of hazing or retaliation for reporting hazing or cooperating in a hazing-related investigation against IFC fraternities, whether national or local, will be handled by the IFC.

How to Report

There are multiple avenues for students, parents, faculty, staff, and community members to report hazing. If you see or hear something that concerns you, please report it to support the health and safety of our students. The University is best positioned to respond to hazing concerns when we receive accurate, timely, and factual information. Please do not assume others have reported the concern – we would rather receive multiple reports than none at all.

While all cases of suspected hazing or retaliation for reporting hazing or cooperating in a hazing-related investigation should be reported to Student Affairs, other ways to report a hazing or retaliation concern include:

- If there is immediate concern for safety, please call 911 before taking any next steps.
- Submit a report through the [Hazing Report Form](#) or the W&L Safe App.
- Contact Public Safety directly (540) 458-8999.
- Talk with a member of the community who can assist you with reporting. Some of these people might include: a Student Affairs dean, adviser of your organization, coach, trainer, member of student affairs staff, RA or CA.

Retaliation is prohibited against any individual who, in good faith, reports allegations of hazing, or cooperates in an investigation or adjudication under the hazing policy. Retaliation includes, but is not limited to, physical, verbal, or written harassment, threats, or

intimidation of any person(s) who in good faith reports an alleged violation of this policy, or cooperates in an investigation or adjudication under the hazing policy.

Immunity for Good Faith Reporting or Cooperation

Individuals shall be entitled to immunity under the anti-hazing policy as set forth in [Va. Code §23.1-821](#). Any bystander who, in good faith, reports hazing in advance of or during an incident that caused injury or is likely to cause injury to a person, will be immune from disciplinary action related to personal drug use, personal alcohol consumption, or hazing if the individual was not involved in the reported activity. This does not prevent the University from requiring the reporter to access services, including but not limited to inpatient or outpatient counseling for drug or alcohol use.

Any individual who reports and requests immunity under this policy may be liable for criminal and civil penalties that are beyond the University's control.

Commonwealth of Virginia Law

The [Code of Virginia § 18.2-56](#) provides that it shall be unlawful to haze so as to cause bodily injury. Any person found guilty thereof shall be guilty of a class I misdemeanor. Any person receiving bodily injury by hazing or mistreatment shall have a right to sue, civilly, the person or persons guilty thereof, whether adults or infants. More information can be found by reviewing [Code of Virginia § 18.2-56](#).

W&L