

Sexual Assault, Domestic Violence, Dating Violence, and Stalking: Rights and Options for Students & Employees



CAPRI
Beauty College

Published 11/13/2017 Revised 7/1/2019, 8/14/2020

Unsure of where to start?

If you or someone you know has been hurt by sexual assault, domestic violence, dating violence, or stalking, Capri Beauty College is here to help. You have the right to live, learn, and/or work in a safe and welcoming environment. Violence is unacceptable, and Capri's policy prohibits sexual assault, domestic violence, dating violence, and stalking. This document outlines steps to take depending on what services you want or need.



First Steps: Things to Consider

Are you in danger? If yes, call 911.

Crisis Center of South Suburbia can also provide support by calling at 708-429-7233. They provide emergency shelter 24/7, interim housing, and transitional housing to support individuals and families.

Do you need medical attention?

You can receive medical attention at any medical facility; however, certain facilities have specially-trained staff to help survivors of sexual assault. Capri does not provide transportation.

ADVOCATE SOUTH SUBURBAN HOSPITAL

17800 South Kedzie, Hazel Crest, IL. 708-213-4611. This facility has a Sexual Assault Nurse Examiner (SANE) trained to provide care of a sexual assault victim.

It is important to preserve evidence that may be useful in obtaining a protection order or in proceeding with a criminal investigation should you choose to do so. Completing a forensic exam does not require you to file a police report or report to the institution, although we encourage these reports if you are comfortable doing so.

Medical exams can also address other physical needs or trauma and assess for sexually transmitted infections or pregnancy.

If possible, please do not bathe, douche, smoke, use the toilet or clean the location where the incident occurred. Save items you were wearing, sheets, or towels in a paper bag. Text messages, records of phone calls, emails, pictures, notes, and gifts can all be pertinent for a report of sexual assault, dating violence, domestic violence or stalking.

Your immediate and long-term safety is what's most important. The resources and options outlined within this policy may be helpful as you decide what next steps are a good fit for you.

Capri Beauty College (“Capri” or the “College”) is committed to providing a learning, working and living environment that promotes personal integrity, civility and mutual respect. Capri does not discriminate, or tolerate discrimination, against any member of its community on the basis of race, color, national origin, ancestry, sex/gender, age, religion, disability, pregnancy, veteran status, marital status, sexual orientation, or any other status protected by applicable federal, state or local law in matters of admissions, employment, or in any aspect of the educational programs or activities it offers.

Applicable Law and Policy Statement

This Policy supplements the Zero Tolerance Policy and addresses the requirements of Title IX of the Education Amendments of 1972 (“Title IX”), as well as the Violence Against Women Reauthorization Act of 2013 (“VAWA”) and the Illinois Preventing Sexual Violence in Higher Education Act. Title IX is the federal law that prohibits sex discrimination in federally funded education programs and activities. VAWA is a more recent federal law that addresses domestic violence, dating violence, sexual assault, and stalking in higher education. The Illinois Preventing Sexual Violence in Higher Education Act is a state law that addresses student allegations of sexual violence, domestic violence, dating violence and stalking at higher education institutions.

Terms

Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s UCR program: *“Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the complainant”.*

Consent means “a freely given agreement to sexual activity,” and does not include the following:

1. a person's lack of verbal or physical resistance or submission resulting from the use or threat of force does not constitute consent;
2. a person's manner of dress does not constitute consent;
3. a person's consent to past sexual activity does not constitute consent to future sexual activity;
4. a person's consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another;
5. a person can withdraw consent at any time; and
6. a person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following:
 - the person is incapacitated due to the use or influence of alcohol or drugs;
 - the person is asleep or unconscious;
 - the person is under age; or
 - the person is incapacitated due to a mental disability.

Dating Violence is defined as the perpetration or threat of an act of violence by at least one member of an unmarried couple on the other member within the context of dating or courtship. It is also when one partner tries to maintain power and control over the other through abuse/violence. Dating violence does not include acts covered under the definition of domestic violence. Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Domestic Violence: A felony or misdemeanor crime of violence committed.

1. By a current or former spouse or intimate partner of the complainant;
2. By a person with whom the complainant shares a child in common;
3. By a person who is cohabitating with, or has cohabitated with, the complainant as a spouse or intimate partner;
4. By a person similarly situated to a spouse of the complainant under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
5. By any other person against an adult or youth complainant who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

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

Student and Employee Notification of Rights and Options

When a student or employee reports to the college that the student or employee has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, the college will provide the student or employee a written explanation of the student's or employee's rights and options. If a report is received electronically, Capri shall respond to the electronic reporter within 12 hours and, at a minimum, provide the information described in subdivisions (1) through (6) of this Section which includes a list of available resources. Capri may choose the manner in which it responds including, but not limited to, through verbal or electronic communication.

- (1) **You have the right to privacy and to report or not report** the alleged incident to Capri, law enforcement, or both. The College will protect the confidentiality of victim/survivors in public records and refrain from using personal identifiable information such as name and/or address when issuing timely warning or updating crime log.
- (2) **You have options from the following authorities and resources** that will assist you in filing a complaint:
 - A. **Title IX Coordinators** are campus authorities whom has delegated day-to-day responsibility for this Policy. The Title IX Coordinators are employees of the College who work with a recipient to coordinate its efforts to comply with Title IX responsibilities.

Contact Information:

Tricia Seil: Title IX Coordinator
708-687-3020 x 219. tricia@capri.edu.

Allison VanDerMolen, Assistant Title IX Coordinator
708-687-3020 x 216 allison@capri.edu.

B. Confidential Advisors



Available at the Crisis Center of South Suburbia: 708-429-7233 (24 Hours)

Capri has a working relationship with the Crisis Center of South Suburbia. The staff is comprised of Masters Level Therapists who are licensed in the State of Illinois with over 40 hours of training. All services provided are confidential.

C. Local law enforcement.

Oak Forest Police Department Ph: 708-687-1376 and New Lenox Police Department Ph: (815) 462-6100

- (3) **You have the right to request and receive assistance** from campus authorities in notifying law enforcement; The Title IX Coordinators, Campus Directors and off-campus confidential advisors are available to assist students and employees in making contact with appropriate law enforcement authorities upon request.
- (4) **You have the right to request interim protective measures and accommodations**, including without limitation changes to academic, working, obtaining and enforcing a campus-issued order of protection or no contact order, if such protective measures and accommodations are reasonably available, and an order of protection or no contact order in State court.

The college will remain ever mindful of your well-being, and will take ongoing steps to protect you from retaliation or harm and work with the complainant to create a safety plan. Retaliation against the you, whether by students or college employees, will not be tolerated. The college will also assist with:

A. Orders of Protection

You can access orders of protection within our state as well as within the institution. Depending on the nature of the incident, Capri may be able to issue a no contact order to prevent contact between two individuals. To request a Civil No-contact Order, please contact Title IX Coordinator: Tricia Seil 708-687-3020 x 219, tricia@capri.edu

B. Civil No-Contact Order for Complainants of Sexual Assault

This type of Order may also be available. Local Court Houses have the paperwork need to file:
[Orders of Protection Updated March 2019](#)

C. Accommodations and Protective Measures:

The College reserves the right to take whatever interim measures it deems necessary to protect the rights and personal safety of its community members. Such measures include, but are not limited to, prominent parking, no-contact orders, modification of class, and interim suspension from campus pending an investigation regardless of whether the complainant chooses to report the crime to local police. Accommodations and Protective Measures are provided as confidential (to the extent that it does not impair the ability of the College to provide them).

Area Requiring Assistance	Who/How to Contact
Academic accommodations	Brittany Fraley, New Lenox Manager: 815-485-3020 or Allison VanDerMolen, Oak Forest Director of Education: 708-687-3020
Working accommodations	Amy Ruff, President: 815-485-3020 x 217
Additional protective measures, including an institutional “no contact” order, which is enforceable through Title IX Coordinator.	Tricia Seil, Title IX Coordinator: 708-687-3020 x 219

(5) **YOU HAVE THE RIGHT to request assistance from Capri** when accessing and navigating local health and mental health services, counseling, and advocacy services like the ones listed below:



Available Resources

On Campus:

Navigating Services:

Oak Forest Campus Director

15815 Rob Roy Dr. Oak Forest, IL 60452 708-687-3020 x 219

Navigating Services:

New Lenox Campus Director

1938 E. Lincoln Hwy. New Lenox, IL (815) 485-3020 x 218

Off Campus

Counseling/Emergency Shelter:

Crisis Center for South Suburbia

Crisis Center 24 Hour Hotline 708-429-SAFE (7233)

Mailing address: PO Box 39, Tinley Park, IL 60477

Health:

Advocate South Suburban Hospital

17800 South Kedzie, Hazel Crest, IL. 708-213-4611. This facility has a Sexual Assault Nurse Examiner (SANE) trained to provide care of a sexual assault victim.

Teen Dating Violence Hotline

1-866-331-9474 text ‘loveis’ to 22522

chat at www.loveisrespect.org

Legal Assistance:
Chicago Rape Crisis Hotline – Rape Complainant Advocates
(888) 293-2080

Domestic Violence Legal Clinic
formerly known as Pro Bono Advocates (312) 325-9155 Languages: English, Spanish

Illinois Department of Human Rights
(312) 814-6200

Office of the Illinois Attorney General Crime Complainant Services
Division 100 W. Randolph Street, 13th Floor Chicago, IL 60601 1-800-228-3368 (Voice/TTY) 312-814-7105 (Fax)
www.illinoisattorneygeneral.gov/complainants
Counseling:

Oak Forest Police Department: (708) 687-1376
New Lenox Police Department: 815-485-2500

On-line:
Crime Complainant Rights in Illinois - Brochure
<http://capri.edu/wp-content/uploads/crime-complainant-rights.pdf>

(6) YOU HVE THE RIGHT to a summary of Capri’s complaint resolution procedures, if you report a violation of the comprehensive policy. The complete resolution process is available in the College’s Sexual Assault, Discrimination, Harassment and Title IX Sexual Misconduct Policy.

To make a report against a student, contact: Tricia Seil, Title IX Coordinator, 15815 Rob Roy Drive. Oak Forest, IL 60452
815-482-3020 x 219, tricia@capri.edu

To make a report against an employee, contact: Amy Ruff, President, 1938 E. Lincoln Hwy. New Lenox, IL 60451
815-485-3020 x 217, amy@capri.edu

In summary:

- The College is committed to providing a prompt, fair, and impartial process in accordance with Institutional Policy VIII, under the Grievance Process, from the initial investigation to the final result for an institutional disciplinary proceeding.
- Disciplinary proceedings are in place for both students and employees. All proceedings, steps, and decision-making processes will conform to all relevant statutes, regulations, and personnel policies.
- Complainant and Respondent may have others present during any institutional disciplinary proceeding, including opportunity to be accompanied to any related meeting or proceeding by an advisor of choice.
- Proceedings will be conducted by officials who receive annual training on the issues related to these crimes and may not have a conflict of interest or bias for or against the accuser or the accused.
- The standard of evidence used during an institutional disciplinary hearing will be a “preponderance of the evidence” standard. This definition is the same as is used in most civil courts, and is not the standard of beyond a reasonable doubt. The preponderance of the evidence means that the offense “more likely than not” occurred—i.e., greater than 50% likelihood.
- Notification, in writing of the result of any institutional disciplinary proceeding, procedures to appeal, any

changes to the results and or when the results become final is delivered to complainant and respondent.

- Both parties have a right to an appeal on the bases outlined in Section I of the Policy.



What to do if you are sexually assaulted

Seek medical attention immediately. It is important to preserve evidence, so don't shower, change clothes or disturb the scene of the attack. Go to the emergency room of a hospital and ask a friend to go with you if possible. Hospital personnel will treat the physical consequences of assault, such as injury, infection, disease and pregnancy. They can collect evidence that will be needed if the crime is reported. They are required to contact local law enforcement agencies. However, one may choose whether to speak with police about the assault.

- Get to a safe place as soon as you can.
- If considering reporting the incident to the police, try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action.
- Keep emails & text messages between assailants. Contact the local authorities immediately.
- Talk with a counselor from the rape crisis hotline in the south suburbs who will maintain confidentiality, help explain your options, give you information, and provide emotional support. (708) 748-5672



Emotional and Physical Impact

- Pain and soreness
- Injuries, Nausea, Vomiting, Headaches
- Panic attacks
- Sleep pattern disturbances
- Loss of appetite or change in eating habits
- Impaired memory
- Shock, denial, irritability and anger
- Sadness and grief
- Social withdrawal
- Apathy (detachment, loss of caring) Hypervigilance (always on guard)
- Guilt, shame or embarrassment
- Thoughts of suicide or death

If your friend was raped or sexually assaulted*

- Listen to what the person is saying. Believe them when they say that they have experienced something awful.
- Express sincere empathy. Expressing empathy can be a powerful validation of a survivor's experience.
- Provide referrals to on and off campus resources (see above)
- Validate feelings. It's not uncommon for people to feel angry when something like this happens.
- Don't make assumptions about the gender of the people involved. Sexual assault occurs among all genders and sexual orientations.
- Don't tell the person what to do. It's important to empower survivors to make decisions for themselves and to have those decisions respected.
- Don't tell the person how to feel. Survivors may feel numb or experience shame, anger, depression, and/or many other feelings.
- Remember, everyone reacts differently to trauma.

- Educate yourself about the myths of rape. Remember-rape is never the fault of the survivor, but the fault of the rapist. While this may seem simple and obvious, much of the misinformation that exists points to the victim as being responsible for the rape. To truly be supportive, one must believe the survivor while disbelieving and challenging the myths that surround rape.
- Relax. Try not to worry much about “saying the right thing.” Being available to listen is far more important. Let the survivor know that you care.

**From the University of Chicago – Office of Campus and Student Life*

Bystander intervention You can help by recognizing situations of potential harm by taking actions to intervene. Consider safe and positive options that may be carried out to prevent situations when there is a risk of dating violence, domestic violence, sexual assault, or stalking.

Tips for preventing sexual assault as a bystander:

- Talk to your friends honestly and openly about sexual assault.
- Don’t just be a bystander—if you see something, intervene in any way you can.
- Trust your gut. If something looks like it might be a bad situation, it probably is.
- Be direct. Ask someone who looks like they may need help if they’re okay.
- Get someone to help you if you see something—enlist a friend, teacher, or parent to help step in.
- If you see someone who is too intoxicated to consent, enlist their friends to help them leave safely.
- Recognize the potential danger of someone who talks about planning to target another person at a party.
- Be aware if someone is deliberately trying to intoxicate, isolate, or corner someone else.
- Create a distraction, draw attention to the situation, or separate the people you are concerned about.
- Understand that if someone does not or cannot consent to sex, it is rape.
- Never blame the victim.

Safety Tips

- Avoid placing yourself in environments where it’s easier for criminals to commit a personal crime.
- Always keep your doors and windows locked. Never leave personal property unattended.
- If possible, let a friend or roommate know where and with whom you’ll be and when you’ll return.
- Trust your instincts! If you feel uncomfortable about someone near you on the street, in an elevator or getting off a bus, head for a populated place or yell for help.
- Use well-lit and busy sidewalks. • Avoid walking alone or walking near vacant lots, alleys, construction sites and wooded areas.
- Carry a cell phone, whistle or a personal alarm to alert people that you need help.
- Listening to loud music, wearing headphones or using your cell phone distracts you from being alert to potential safety issues. Unplug yourself and tune in to your immediate environment.
- Try to park in an area that will be well-lit and heavily traveled when you return.
- Lock your car doors and roll up the windows completely, even if you’re only running a quick errand. Do not leave valuables in plain view.
- If you choose to drink, drink legally and responsibly. Remember that your ability to respond is diminished by over-consumption of alcohol. • Stay alert at all times and call the police immediately to report suspicious activity.