



**Body Wisdom, Inc.**

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## **Campus Safety Report 2023**

Published July 4<sup>th</sup>, 2023

The Jeanne Clery Act requires all institutions of higher education that participate in Financial Aid Programs to disclose campus crime in and around the surrounding area and to give timely warning of any crime that could be a threat to students and employees safety. It is also used to advise and make public Body Wisdom Massage Therapy School campus security policies.

Body Wisdom Massage Therapy School is located in Urbandale, Iowa, within a few hundred yards from the Urbandale Police Department. The institution is regularly patrolled by the local police department, which we believe has helped to be a deterrent for crime on campus.

The information provided below, is intended to advise students, as well as prospective students, their family and the community of the general security policies, crime occurrences, arrest data and crime prevention programs at Body Wisdom Massage Therapy School, including statistics for the previous three years concerning reported crimes that occurred on-campus for activities related to the educational purpose of the institution and/or any property owned or controlled by this institution, if applicable. Please also refer to the school's Campus Safety Policy, Drug & Alcohol Abuse Policy and Resources, and Sexual Abuse, Harassment & Child Abuse Policy and Resources.

Body Wisdom Massage Therapy School has taken safety precautions to deter crime activities and continues to make campus safety a priority. In compliance with the law, the following reflects this institution's crime statistics for the period between 2020 through 2023.

Body Wisdom Massage Therapy School must disclose to the alleged victim and /or accuser of any crime of violence, or a non-forcible sex offense, the results of any disciplinary proceedings conducted the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided upon request, to the next of kin of the alleged victim.

In compliance with the Clery Act, this report has been prepared by Almut Hatfield and administrative staff at Body Wisdom Massage Therapy School in cooperation with the Urbandale Police Department.

This annual report is distributed to all currently enrolled students and employees by October 1<sup>st</sup> each year. institution will distribute the report to all currently enrolled students.

### **Procedure to Report Criminal and Disciplinary Offenses**

1. Body Wisdom Massage Therapy School does not employ campus security personnel but encourages both its employees and students to immediately report suspected criminal activity or other emergencies to the nearest available institutional official and/or in the event of an emergency to directly contact local law enforcement or other emergency response agencies by dialing (911).
2. All students and employees are required to promptly and accurately report any crime or emergency to the School Director. In the absence of the School Director, all crime activity should be reported to the Student Counselor. If a student or employee wishes to report a crime on a voluntary or confidential basis, the institutional official will be prepared to record and report the crime, but not the name of the informant. The student or employee may, in order to maintain confidentiality, submit the information in writing to an institutional official without signature. If the student wishes to maintain confidentiality, the student will contact his/her instructor or school official who in turn will contact the School Director and/or report criminal actions or emergencies to the appropriate agency by calling (911). The School Director will begin investigation into any reported crime the following business day of receiving notification of reported crime.

3. The Administrator and the School Director works together to assure all incidents, if applicable are maintained in the school's Crime Log Record Sheet. Annually, the Director and Administrator prepare the Annual Disclosure of Crime Statistics Report from statistical data obtained from both the police department district in which the school resides and from the school's "Crime Log". This log includes: the nature, date, time, and general location of each crime, the disposition of the complaint, if known.  
In addition to tracking incidents on campus, Body Wisdom Massage Therapy School maintains a Fire Safety Log of on campus fires detailing the nature, date, time and location of fire, if applicable. This information will be available annually to campus community and is also, available upon request.
4. Students, employees and other parties having business with this institution should be on Body Wisdom Massage Therapy School property. When the school closes in the evening, the closing school official or instructors will inspect each classroom and the floor to see that it is empty, set the alarm and lock down the campus. Other individuals present on Body Wisdom Massage School property at any time without written or verbal permission of the appropriate institutional official(s) shall be viewed as trespassing and may be subject to a fine and/or arrest. In addition, students and employees present on Body Wisdom School property without permission from the appropriate official(s) shall be viewed as trespassing and may be subject to a fine and/or arrest.
5. Current policies concerning campus law enforcement are as follows:
  - a) Institution's officials have no powers of arrest.
  - b) Employee and students shall contact immediately the School Director, Student Counselor, Instructor or Administrators on site to report any criminal action or emergency to the appropriate agency by calling (911). If possible, in the interim, the institutional official shall attempt to non-violently deal with the crime or emergency. Individual discretion must be used, as undue risk should not be taken.
  - c) The institution currently has no procedures for encouraging or facilitating pastoral or professional counseling (mental health or otherwise), other than the student or employee is encouraged to seek such aid if needed.
6. Though this institution does not offer regularly scheduled crime awareness or prevention programs, students are highly encouraged to exercise proper care in making good judgments concerning their personal safety and the safety of others. The following is a description of policies, rules and programs designed to inform students and employees about the prevention of crimes on campus:
  - a) Do not leave personal property in classrooms.
  - b) Report to your institutional official, any suspicious persons.
  - c) Don't linger on the outside, if leaving the campus, go straight to car and exit parking lot.
  - d) If you are waiting for a ride, wait within sight of other people.
  - e) Employees (staff and faculty) will close and lock all doors, and turn off lights when leaving a room.
  - f) The "Crime Awareness and Campus Security Act" is available upon request to students, employees (staff and faculty), and prospective students.
  - g) The institution has no formal program, other than orientation, that disseminates this information. All information is available on request with the Student Counselor.
  - h) Information regarding any crimes committed on the campus or parking lot, will be available and posted in a conspicuous place with two (2) business days after the reporting of the crime and be available for sixty (60) business days during normal business hours, unless the disclosure is prohibited by law, would jeopardize the confidentiality of the victim, or an ongoing criminal investigation the safety of an individual, cause a suspect to flee evade detection; or resulted in the destruction of evidence. Once the reason for the lack of disclosure is no longer in force, the institution must disclose the information. If there is a request for information that is older than sixty (60) days, that information must be made available with two (2) business days of the request.
7. The institution does not offer regularly scheduled crime awareness or prevention programs other than orientation where all the institution's policies and regulations are properly disclosed to prospective students. In addition, information on campus crime and security is distributed to all students and employees annually through e-mail and in paper copy if requested.

8. All incidents shall be recorded in Body Wisdom Massage Therapy School's "Daily Incident Log" kept by the Director. The log includes the date, time, location, incident report, and disposition of incident and the name of the person who took the report. The report must be entered in the log within one (1) business after it is reported to the school's official, unless that disclosure is prohibited by law, would endanger the confidentiality of the victim.
9. Body Wisdom Massage Therapy School encourages all students and employees to act responsibly and make good judgments concerning their own security and the security of others. Please report any known criminal offenses occurring on campus to the School Director.
10. Anyone with the knowledge of sexual harassment activities has an obligation to report incidents to the School Director or Student Counselor. If a staff member has knowledge of sexual harassment activities; it should be reported to the School Director. Body Wisdom Massage Therapy School will not tolerate retaliation or threats by any measures from students and/or staff members. Retaliation and/or threats are prohibited and will be prosecuted and are grounds for immediate terminations and/or expulsion from school.
11. Any information provided by the institution on crime victims from Body Wisdom Massage Therapy School about disciplinary hearings by the state of Texas can be obtained from the McAllen Police Department criminal data.
12. Crime Log: Perspective students are advised of the availability of the statistic report and a current crime report. These records are available upon request through the administrative office.

### **Risk of Violence Reduction and Awareness**

While it is impossible to prevent all crimes, we believe that persons can be made aware of ways to reduce their chances of becoming victims and increase their chances of staying safe. Students and employees should be assertive, trust their instincts, don't prop open self-locking doors, maintain possession of keys, watch out for unwanted visitors, be wary of isolated spots, travel in groups or pairs, stay or walk in well-lighted areas, report suspicious activities or persons, lock vehicles and personal belongings and know where local police can be reached at any time.

Please review the following quick tips to reduce your risk of becoming a victim of sexual assault, domestic violence and stalking or any crime (for more details refer to later sections in this report).

- Be alert and aware of your surroundings.
- Walk with confidence and purpose, and limit distractions, such as talking on your cell phone or texting.
- Avoid isolated areas. It is more difficult to get help if no one is around.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable then leave immediately.
- Charge your cell phone and have it with you.
- Walk in well-lit areas and try not to walk alone. Be wary of isolated spots, like parking garages, stairwells, offices after business hours and apartment laundry rooms.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- Avoid walking or jogging alone, especially at night. Vary your route. Stay in well-traveled, well-lit areas.
- Always have your keys out and ready before you reach your door – home, work or the car. Look inside the car before you get in.
- Lock all entrances (windows, doors and sliding glass doors) into your home at all times.
- Never open the door to strangers. Install a wide-angle peephole in the door, and require salespeople or repair people to show identification.
- If strangers call or come to your door, don't admit that you are alone.
- Know your neighbors so that you can call on them if you need help.
- If you're in a social situation, watch out for your friends and vice versa.
- Never leave your drink unattended, and don't accept drinks from people you don't know or trust

**Iowa law combines two sections of the criminal code to define domestic violence.** The assault code, which defines criminal behavior and the domestic abuse act, which defines a domestic relationship.

**Assault**, in lay language, is defined as one of the following:

- Physical contact that is insulting or can cause an injury.
- The threat of physical contact and the apparent ability to carry the threat out.
- Using a weapon in a threatening manner.

**A domestic relationship** is defined as one of the following:

- Two individuals that are married, divorced or separated.
- Two individuals that have lived together at some point in the past year.
- Two individuals that have a child in common, whether they have been married, divorced or living together at some point in the past year.
- Two individuals in an intimate relationship or have been within the past year.

**Dating Violence** is controlling, abusive, and aggressive behavior in a romantic relationship. It can happen in straight or gay relationships. It can include verbal, emotional, physical, or sexual abuse, or a combination.

**Sexual assault** is an offense classified as any sex act between persons is sexual abuse by either of the persons when the act is performed with the other person in any of the following circumstances:

1. The act is done by force or against the will of the other. If the consent or acquiescence of the other is procured by threats of violence toward any person or if the act is done while the other is under the influence of a drug inducing sleep or is otherwise in a state of unconsciousness, the act is done against the will of the other.
2. Such other person is suffering from a mental defect, or incapacity which precludes giving consent, or lacks the mental capacity to know right and wrong of conduct in sexual matters.
3. Such other person is a child.

#### **What is Consent?**

Sexual activity requires consent, which is defined as voluntary, positive agreement between the participants to engage in specific sexual activity.

#### **Communicating Consent:**

- Consent to sexual activity can be communicated in a variety of ways, but one should presume that consent has not been given in the absence of clear, positive agreement.
- Consent is a voluntary agreement to engage in sexual activity.
- Someone who is incapacitated cannot consent.
- Incapacitation (such as due to the use of drugs or alcohol, when a person is asleep or unconscious, or because of an intellectual or other disability that prevents the student to give consent)
- While verbal consent is not an absolute requirement for consensual sexual activity, verbal communication prior to engaging in sex helps to clarify consent. Communicating verbally before engaging in sexual activity is imperative. However potentially awkward it may seem, talking about your own and your partner's sexual desires, needs, and limitations provide a basis for a positive experience.
- Consent must be clear and unambiguous for each participant at every stage of a sexual encounter. The absence of "no" should not be understood to mean there is consent.
- Silence or absence of resistance does not imply consent; consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another; consent can be withdrawn at any time; and coercion, force, or threat of either invalidates consent.
- A prior relationship does not indicate consent to future activity.
- Past consent does not imply future consent.

**Stalking** is a repeated course of conduct intended to cause fear of bodily injury or death to you or a member of your immediate household. Stalking is a course of conduct used to maintain contact with, or exercise power and control over, another individual.

**Bystander Intervention** - A Study conducted at the University of Wisconsin La Cross on bystander intervention concluded that people are more likely to help others under certain conditions.

- Notice the incident. Bystanders must first notice the incident taking place.
- Interpret incident as emergency. Bystanders also need to evaluate the situation and determine whether it is an emergency, or at least one in which someone needs assistance
- Assume responsibility. Another decision bystanders make is whether they should assume responsibility for giving help.
- Attempt to help. Whether this is to help the [person leave the situation, confront a behavior, diffuse a situation, or call for support/security.

**Tips for Intervening** in a situation potentially involving domestic violence, sexual assault, dating violence, or stalking:

- Approach everyone as a friend
- Do not be antagonistic
- Avoid using violence
- Be honest and direct whenever possible
- Recruit help if necessary
- Keep yourself safe
- If things get out of hand or become too serious, contact the police

**Risk Reduction Strategies** you can use to minimize risk of sexual violence include:

- Trust your gut instinct. If a situation doesn't feel right, just leave.
- Notice when someone doesn't respect your boundaries.
- Most perpetrators of sexual violence will look for vulnerable targets: appear to not be aware of their surroundings, under the influence of alcohol or drugs, isolated from their friends, etc...
- Control access to your home or car by locking your doors and closing windows if they provide easy access.
- Travel in groups when possible.
- Don't be afraid to ask for help in situations where you feel unsafe.

**Some Warning Signs** of an abusive personality

- Jealousy
- Controlling behavior
- Quick involvement
- Threatening suicide
- Hypersensitivity
- Verbal abuse
- Threatening violence
- Isolation
- History of battering of sexual violence
- Unrealistic expectations

**If you are a victim of domestic violence, sexual assault, dating violence, or stalking at this institution, your first priority should be to get to a place of safety.**

**If you are a victim of domestic violence, sexual assault, dating violence, or stalking it should be reported in a timely manner for evidence collection and preservation, or in obtaining a protection order.**

Physical evidence of a criminal sexual assault must be collected within 72 hours. If you believe you have been a victim of a criminal sexual assault, you should go to the nearest Emergency Room before washing yourself or your clothing. Some hospitals may notify the local police when a sexual assault victim seeks emergency room services, but you are not obligated to talk to the police or to prosecute. The exam will help to keep that option open for you, should you decide later to exercise it. The hospital staff will collect evidence, check for injuries, and address the possibility of exposure to sexually transmitted infections. If you have changed clothing since the assault, bring the clothing you had on at the time of the assault with you to the hospital in a clean, sanitary container such as a clean paper grocery bag or wrapped in a clean sheet (plastic containers do not breathe, and may render evidence useless). If you have not changed clothes, bring a change of clothes with you to the hospital, if possible, as they will likely keep the clothes you are wearing as evidence. You can take a support person with you to the hospital, and they can accompany you through the exam, if you want. Do not disturb the crime scene—leave all sheets, towels, etc. that may bear evidence for the police to collect.

**Iowa Sexual Abuse Hotline:** 800-284-7821 - <https://rvap.uiowa.edu/>

**Iowa Coalition Against Sexual Assault** - (515) 244-7424 - <https://www.iowacasa.org/>  
3030 Merle Hay Rd, Des Moines, IA 50310

**The Urbandale Police Department** has partnered with many crime victim and witness resources to provide direction, guidance and support to both victims and witnesses of crimes:

**Victim / Witness Coordinator** - The Victim/Witness Coordinator acts as a liaison between victims/witnesses of crimes and the resources and entities available to them to assist with recovery and restoration processes that follow the criminal act.

**Guidance** - The Victim/Witness Coordinator is available to answer questions regarding available resources, and to guide victims and witnesses to the right entities to ensure that they receive the help and assistance they need. The resources available range from violent crime and domestic abuse advocates to identity theft experts, and the assistance provided is determined on a case-by-case basis.

**Resources** - Locate programs and resources that are offered through the Iowa Office of the Attorney General. The following programs/resources are offered through the Iowa Office of the Attorney General's Office:

- Crime Victim Compensation Program: Provides financial resources for victims of crime and helps victims with certain out-of-pocket costs that result from crime-related injuries
- Victim Services Support Program: Administers state and federal funds to programs that offer advocacy and counseling to victims
- Sexual Assault Examination Payment Program: Pays for medical exams that gather evidence of sex crimes and assure the physical health of the victim
- [Iowa VINE](#) (Victim Information and Notification Everyday): Statewide automated system that provides victims of crimes with information and notification on the status and status changes of incarcerated offenders in Iowa prison and jail systems
- Identity Theft Passport Program: Provides identity theft victims with an ID Passport that verifies a law enforcement report of identity theft. Victims of identity theft may use the ID Passport to corroborate that their identity has been stolen to creditors and law enforcement
- Victim's Rights in Iowa [https://www.iowaattorneygeneral.gov/media/documents/Crime\\_Victim\\_Rights\\_brochure\\_32015\\_CCED3C025A525.pdf](https://www.iowaattorneygeneral.gov/media/documents/Crime_Victim_Rights_brochure_32015_CCED3C025A525.pdf)
- Polk County Crisis & Advocacy Services <https://www.polkcountyiowa.gov/community-family-youth-services/community-and-family/crisis-advocacy-services/>
  - **Polk County Crisis & Advocacy Services (PCCAS)** provides **free, voluntary, confidential** services to victims of crime in Polk County regardless of race, gender, age, ethnicity, sexual orientation, physical or mental disabilities.
  - They provide crisis intervention and on-going supportive services to victims regardless of law enforcement involvement or length of time since the assault or abuse.
- Dallas County Crisis & Advocacy Center <https://www.dallascountyiowa.gov/Home/Components/ServiceDirectory/ServiceDirectory/166/28?selcat=42&993=6992>
  - Services for those experiencing domestic violence and/or sexual assault
  - Homelessness prevention; housing
  - Addiction support group for women (W.E.A.L. Women Ending Addictions for Life)
  - Abuse and violence prevention education programming for a variety of age
- State of Iowa Safe at Home Services <https://safeathome.iowa.gov/resources/resources.html>
  - This program helps survivors improve their lives with the following services:
    - substitute address.
    - mail forwarding service.
    - confidential voter registration and absentee voting.
  - The participants' first-class, legal, certified mail, prescriptions and government packages arrive at a substitute address and are then forwarded to the participants' confidential addresses.

During the 2020, 2021, and 2022 calendar years, there have been NO reported crimes or violations of:

- Federal and/or Iowa Law
- The School's Drug & Alcohol Policy
- The School's Sexual Abuse, Harassment & Child Abuse Policy

Further, there were no reported:

- Fire Alarms
- Emergencies

During the 2018, 2019, and 2020 calendar years, there have been NO reported hate crimes on campus or on public property.

Crimes Reported	2019	2020	2021	Location: C = Campus N = Non-Campus P = Public Area
<b>Criminal Homicide</b>				
Murder (Includes non-negligent manslaughter)	0	0	0	
Negligent manslaughter	0	0	0	
<b>Sex Offenses</b>				
Sex offenses - forcible	0	0	0	
Sex offenses - non-forcible	0	0	0	
Robbery	0	0	0	
Aggravated assaults	0	0	0	
Burglaries	0	0	0	
Motor Vehicle Thefts (on Campus)	0	0	0	
Arson	0	0	0	
Larceny - Theft	0	0	0	
Simple Assault	0	0	0	
Intimidation	0	0	0	
Destruction/Damage /Vandalism of property	0	0	0	
Any other Crime involving bodily injury	0	0	0	
<b>Number of arrests made for the following crimes</b>				
Note: this information also includes those individuals that were referred for campus disciplinary action for liquor law violations, drug law violations and illegal weapons possession.				
Liquor Laws	0	0	0	
Drug Laws	0	0	0	
Illegal Weapons Possession	0	0	0	
<b>Hate Crimes Reporting</b>				
Larceny-theft	0	0	0	
Simple Assault	0	0	0	
Intimidation	0	0	0	
Destruction, Damage or Vandalism of Property	0	0	0	
<b>Violence Against Women Act</b>				
Rape & Forcible Foundling	0	0	0	
Domestic violence	0	0	0	
Dating violence	0	0	0	
Stalking (including cyber-stalking)	0	0	0	

## Definitions of Crimes

### Criminal Homicide:

- Murder and Non-negligent Manslaughter—the willful (non-negligent) killing of one human being by the other.
- Negligent Manslaughter—the killing of another person through gross negligence.

### Sex Offenses:

- Forcible—any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly, or against the person's will where the victim is incapable of giving consent.
  - Rape – Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
  - Fondling
- Non-forcible—unlawful non-forcible sexual intercourse (e.g. incest and statutory rape).

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault:** An unlawful attack by one person upon another for the purposes of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by using a weapon or by means likely to produce death or great bodily harm.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle.

**Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud.

**Weapons: Carrying, Possessing, etc.:** 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.

**Drug Abuse Violations:** The violation 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. Drug abuse also includes arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

**Liquor Law Violations:** 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.

**Hate Crimes:** A criminal offense committed against a person or property which is motivated, in whole or part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability. Crime categories of criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, intimidation, vandalism ( including destruction and/or damage to property), simple assault and of other crimes involving bodily injury to any person, in which the victim is intentionally selected because of actual or perceived (1) race, (2) gender, (3) religion, (4) national origin, (5) sexual orientation, (6) gender identity, (7) ethnicity, or (8) disability of the victim will be reported according to category of prejudice; and of domestic violence, dating violence, and stalking incidents.

**Unfounded** – If a determination is made through investigation of a sworn law enforcement agency that a reported offense or attempted offense is false or baseless.

Body Wisdom Massage Therapy School does not have circumstances in which it will remove reports of unfounded crimes.



## Urbandale Police Department 2020 - 2022 Crime Statistics for Campus Location per 08-01-23



07/03/2023

Body Wisdom, Inc.  
8401 Douglas Ave, Ste. 2  
Urbandale, IA 50322

Ms. Hatfield,

Attached are the crime statistics from the Urbandale Police Department for the years 2020-2022 at the following address:

**Body Wisdom, Inc.**  
**8401 Douglas Ave, Ste. 2**  
**Urbandale, IA 50322**

**January 1<sup>st</sup>, 2020– December 31, 2022**

- There were no reportable offenses near this location during January 1, 2020 – December 31, 2022.
- There were no reported dating violence, domestic violence, or stalking offenses near this location\* during January 1, 2020 – December 31, 2022.
- There were no drug, alcohol, or weapons violations that resulted in arrest near this location during January 1, 2020 – December 31, 2022.
- There were no arrests made at or near this location January 1, 2020 – December 31, 2022.
- There were no unfounded crimes or calls for service at or near this location during the dates of January 1, 2020 – December 31, 2022.

\*Near this location includes all of 8401 Douglas Ave and adjacent properties both public and private.

Thank you,  
Meridith Swoyer  
Records Supervisor  
Urbandale Police Department  
515-331-6803  
[mswoyer@urbandale.org](mailto:mswoyer@urbandale.org)