

# **Annual Security Report**

In accordance with the Clery Act – 34 CFR 668.46

*Lincoln Technical Institute  
East Windsor Campus*

*Reporting Year: 2023*

**97 NEWBERRY ROAD  
EAST WINDSOR, CONNECTICUT, 06088**

**September 30, 2024**

**AN INSTITUTION MUST PREPARE AN ANNUAL SECURITY REPORT REFLECTING ITS CURRENT POLICIES THAT CONTAINS, AT A MINIMUM, THE CRIME STATISTICS ON CAMPUS OR CAMPUS GEOGRAPHY. 34 CFR §668.46(b)1**

For your information, a copy of the Lincoln Technical Institute East Windsor campus Annual Security Report is being distributed in compliance with the “Crime Awareness and Campus Security Act of 1990.” It will be updated and redistributed by October 1 of each operating year.

The Annual Security Report (ASR) provides crime and safety information, policies, and procedures to Lincoln Technical Institute students, faculty, and staff. The East Windsor campus provides this information in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act “the Clery Act” The history of campus crime statistics and security information reporting started with the Crime Awareness and Campus Security Act of 1990, which amended the Higher Education Act of 1965. The Crime Awareness and Campus Security Act of 1990 was renamed “the Clery Act” by the 1998 amendment.

This report includes statistics for the previous three years concerning reported crimes that occurred on-campus; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. Campus crime statistics for the past 3 years can be found on pages 5 through 7.

Every year, the East Windsor campus of Lincoln Technical Institute posts a copy of this report on Lincoln’s student consumer webpage for all East Windsor campus of Lincoln Technical Institute students, faculty, and staff. It can be obtained at [https://www.lincolntech.edu/sites/default/files/download/consumer/East-Windsor\\_HS\\_ASR.pdf](https://www.lincolntech.edu/sites/default/files/download/consumer/East-Windsor_HS_ASR.pdf)

Prospective employees and prospective students are notified that this report exists and of the reports content. Individuals may receive information regarding this report by contacting the Education Department at (800) 243-4242.

The East Windsor campus of Lincoln Technical Institute will deliver notice of the availability of the ASR annually on an individual basis through email communication. A paper copy of the report may be obtained upon written request to the Education Department at the campus.

East Windsor campus of Lincoln Technical Institute’s commitment to security includes:

- Providing a secure and crime free workplace for students, faculty, and staff
- Performing regular evaluation of security programs
- Monitoring and following up on each crime reported at the East Windsor campus of Lincoln Technical Institute

We believe that faculty, staff, and student behavior promotes security awareness, is important in all aspects of our lives, and we encourage all faculty, students and staff to accept responsibility. We believe that security is important in all aspects of our lives, and we encourage all faculty, students and staff to accept responsibility. We believe that security is important in all aspects of our lives, and we encourage all faculty, students and staff to accept responsibility.

The Education Department



[Redacted]

[Redacted]

[Redacted]



LINCG		ON CAMPUS PROPERTY	NONCAMPUS PROPERTY	PUBLIC <del>OFF</del> PROPERTY
	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
STALKING	2021	0	0	0
	2022	0	0	0
	2023	0	0	0

**A STATEMENT OF POLICIES CONCERNING SECURITY OF AND ACCESS TO CAMPUS FACILITIES, INCLUDING CAMPUS RESIDENCES (if applicable), AND SECURITY CONSIDERATIONS USED IN THE MAINTENANCE OF CAMPUS FACILITIES. 668.46(b)(3)**

East Windsor campus of Lincoln Technical Institute has installed 54 security cameras across the campus. Campus buildings are maintained by their respective building managers and are unlocked and locked daily by those managers.

The Education Department at East Windsor campus of Lincoln Technical Institute are responsible for documenting and investigating incidents of all types, enforcing parking regulations, and responding to a variety of requests for assistance. Security lighting around campus provides consistent illumination throughout the campus area.

The following guidelines and procedures are set forth to help ensure a safer campus:

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**A STATEMENT OF THE DESCRIPTION OF TYPE AND FREQUENCY OF PROGRAMS DESIGNED TO INFORM STUDENTS AND EMPLOYEES ABOUT PROCEDURES AND PRACTICES TO ENCOURAGE RESPONSIBILITY FOR PERSONAL AND COMMUNITY SAFETY -- 34 CFR 668.46(b)(5)**

The Education Department disseminates information about campus safety policies and procedures through class announcements and via the student portal.

Students are encouraged to be responsible for their own safety as well as the safety of others.

- x Be alert and aware of your surroundings.
- x Walk with confidence and purpose, and limit distractions, such as talking on your cell phone or texting.
- x Avoid isolated areas. It is more difficult to get help if no one is around.
- x Trust your instincts. If a situation or location feels unsafe or uncomfortable

x Don't take shortcuts through dark or poorly lit areas

Students with alcohol-or drug-related problems may be referred to or seek assistance from within the Education Department. They can help provide referrals to trained professional and paraprofessional counseling for drug and alcohol abuse prevention, education, counseling, as well as locations of free alcohol-abuse awareness programs in the community. A biennial review of Lincoln Technical Institute compliance with the “Drug Free Schools and Campuses Act” is conducted.

Lincoln Technical Institute website provides a copy of the school’s Drug Prevention Program, as well as providing it on the student and faculty portal at:

[https://www.lincolntech.edu/sites/default/files/download/consumer/East-Windsor\\_HS\\_DAAPP.pdf](https://www.lincolntech.edu/sites/default/files/download/consumer/East-Windsor_HS_DAAPP.pdf)

The Education Department has a directory of services that are available, within the community, to assist those who may require additional counseling.

**A STATEMENT OF POLICY REGARDING THE INSTITUTION'S PROGRAMS TO PREVENT DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING, AND OF PROCEDURES THAT THE INSTITUTION WILL FOLLOW WHEN ONE OF THESE CRIMES IS REPORTED. 34 CFR §668.46(b)(11)**

**Student Disciplinary Procedures**

Lincoln Technical Institute will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the Institute against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Lincoln Technical Institute will provide the results of the disciplinary hearing to the victim’s next of kin, if so requested.

Individuals who are found to have violated any of the Student Code of Conduct or any of the following policies will be disciplined by Lincoln Technical Institute in accordance with the severity of the incident. Sanctions may include suspension from classes or expulsion from the Institute. For employees, disciplinary action may include suspension or termination.



person similarly situated to a spouse of the victim under the domestic or family violence laws of the

**Stalking**

Stalking is a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress. A “reasonable person” under the definition of stalking means a reasonable person under similar circumstances. Acts of stalking may include acts in which the stalker, either directly, indirectly, or through a third party, follows, monitors, observes, threatens, communicates to or about a person, or



**Just for Lincoln Students**

- x StudentLinc – Provides confidential and professional guidance for concerns that may affect you personally or impact your school performance. 1-888-893-LINC (5462)
  - o Addictive Behaviors
  - o Anxiety
  - o Depression
  - o Diversity Issues
  - o Grief
  - o Stress Management
  - o Substance Abuse
  - o Transition Concerns

**Other Resources**

- x National Sexual Assault Hotline – (800) 656-4673 (HOPE)  
<https://www.rainn.org/get-help/national-sexual-assault-hotline> (Live chat available online)
- x National Domestic Violence Hotline – (800) 799-7233 (SAFE)  
<https://www.thehotline.org/> (Live chat available online)
- x National Suicide Prevention Lifeline – (800) 273-8255 (TALK) OR dial 988  
<https://988lifeline.org/> (Live chat available online)
- x Veterans Crisis Line – Dial 988 then Press 1 (Live chat available online) OR text #838255 on your mobile device

**Investigation of Sexual Assault, Sexual Harassment and Gender-Based Violence and Misconduct**

An allegation of sexual assault and/or sexual harassment that occurred on campus, at an Institute-owned or operated facility off the main campus, or in conjunction with an Institute sponsored activity may be investigated by various departments including: the local law enforcement jurisdiction, the Campus Safety Department, Human Resources, the Institute attorney and the Title IX Office.



knowledge that an incident of sexual violence will occur or is occurring, or a bystander may witness sexual assault or misconduct firsthand. A bystander could have knowledge about an assault that has already occurred. Regardless of the circumstances, we all have a choice whether we will be passive bystanders, standing by and taking insufficient or no action, or whether we will be active bystanders who are engaged and take the necessary action to prevent sexual violence. An active bystander has the power to prevent sexual violence from occurring and to assist survivors of assault in getting the help they need. A passive bystander is someone who stands by and fails to take the necessary safe action to prevent sexual assault and gender-based violence and misconduct. An active bystander is someone who commits to making a choice to become involved. The first and foremost thing to remember as an active bystander is that you don't do anything that puts your safety at risk! Many, if not most of the actions you will take as an active bystander will be calling on others, such as Campus Safety or the police, for help. Always remember that if you or someone else is in immediate danger, call 911. The goal is to promote a culture of accountability that helps prevent sexual assault and misconduct without causing additional threat or harm to others.

**A STATEMENT ADVISING THE CAMPUS COMMUNITY WHERE LAW ENFORCEMENT AGENCY INFORMATION PROVIDED BY THE STATE AND COUNTY CONCERNING REGISTERED SEX OFFENDERS MAY BE OBTAINED -- 34 CFR 668.46(b)(12)**

In accordance with the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Connecticut State Police is respons 19N-2 O (s)-1 ( r)3ngTJ0.002 Tc(t)-2 (h3td[(C) 0.004eDae(s) )Tj(1)-4 (1)]TJ0 Tct-1 (pons)-1 ()3 ( 19

In the event of an emergency on campus and evacuation of the facilities is required, the following procedures are recommended:

- Identify the location of the emergency. It is essential that students and staff avoid evacuating into the areas involved in the emergency.
- Identify the type of emergency, if possible, which will determine the evacuation process and the order of evacuation.
- Identify students and staff that may need assistance in evacuating the premises.
- Students and staff should proceed to designated meeting areas. Instructors should immediately take attendance to ensure everyone assigned to his/her class have evacuated the building and is accounted for.
- Instructors should immediately report any absence(s) of students not at the meeting point as identified by the local emergency response team, to emergency personnel at the scene or to the Campus President or designated CSA.
- Students should not be permitted to leave the meeting area without notifying their instructor of their intention to leave the premises and their destination.
- Reentry of the facility is not permitted unless approved by the Campus President or the designated CSA after consultation with emergency personnel at the scene.