



## **REPORTING AN INCIDENT**

Because of the small size of our school, no campus security personnel are employed. Security cameras are located throughout the campus and campus security is considered the responsibility of all TCR employees. Please use the Incident Report form found at: <http://www.tcr.edu/files/incident-report-form.pdf> and submit to Administration.

Students in need of assistance or wishing to report a crime should contact their instructor or any other school employee. The appropriate law enforcement agency (Delta County Sheriff's Department) will be contacted as necessary. If no school employee is immediately available, the student should contact or call the Delta County Sheriff's office at 874-2000 or dial 911 for assistance.

In the event of a crime or security problem on campus, the Delta County Sheriff will be contacted to investigate or aid in the situation. If charges are filed against a current TCR student, the student may be suspended until charges are cleared. If warranted, TCR may expel a student convicted of a hate crime or sexual assault.