

THEATRE & ARTS

College for the Contemporary Actor

Timely Warning and Emergency Notification Process

Campus Safety

Theatre of Arts supports the use of timely warning notices as a means of preventing crimes or other serious incidents and to notify the College community of crimes committed on campus and/ or in adjacent vicinities. Members of the Theatre of Arts community are encouraged to immediately report to the Executive Director and Student Services crimes and other serious incidents in order to allow issue of a timely warning notice (if/ as appropriate).

The College is also committed to ensuring that appropriate information is disseminated quickly and accurately in an emergency situation. The Student Services department is responsible for coordinating emergency preparedness efforts, including emergency response and evacuation policies and procedures, in coordination with the College's senior management team. Emergency policies, procedures, and notification systems are evaluated as needed and tested on an annual basis. Emergency response and evacuation procedures are publicized on the TOA website: <http://toa.edu/student-resources/>

The school's senior management determines when and how to issue timely warning notices and emergency notifications. Without delay and taking into account the safety of the College community, they determine the content of the notification and initiate the notification system— with the exception of instances in which issuing such notification, may compromise efforts to assist victim or to contain, respond to, or otherwise mitigate an emergency. Timely warning and emergency notifications to students, faculty, and staff include the use of email; web postings; and/ or signage. Inclusion in this process is automatic for all administrative personnel and for all currently registered students. If you have any questions about this process, please call or e-mail: 323-463-2500/ jasonw@toa.edu