



U.S. DEPARTMENT OF EDUCATION

OFFICE OF POSTSECONDARY EDUCATION

ANNUAL BEREAN CAMPUS SAFETY & SECURITY REPORT

1901 WEST GIRARD AVENUE — PHILADELPHIA PA 19130

OCTOBER 15, 2025



PTTI ANNUAL CAMPUS SAFETY AND SECURITY REPORT
BEREAN CAMPUS - YEAR 2024

October 15, 2025

The Philadelphia Technician Training Institute's (PTTI) Annual Campus Safety and Security Report provides important information about safety on the school campus. The statistics from the City of Philadelphia Police Department's Clery Report state that PTTI is a safe and secure campus.

As in any school location, it is important that employees and students take necessary precautions to prevent crimes and/or assaults against themselves and/or others.

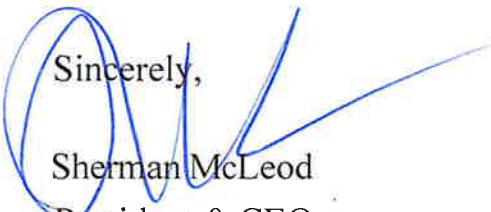
PTTI has established policies and procedures to provide a safe and secure environment. The information that follows is provided to inform employees and students about PTTI's safety and security processes.

In 2025, PTTI is required to file the Annual Campus Safety and Security Report for Year 2024 for both locations: Berean Campus and the Ogontz Campus.

This report is for the Berean Campus located at 1901 West Girard Avenue, Philadelphia PA 19130.

A safe and secure employee and student environment is our #1 priority.

Sincerely,


Sherman McLeod
President & CEO

The Philadelphia Technician Training Institute (PTTI) filed the required Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act Report with the PA Department of Education through the Campus Safety and Security Online Survey as required on October 1, 2025.

The statistics for the Year 2024 as reported by the Philadelphia Police Department Headquarters for the Berean Campus locations are as follows:

Offense/Crime	Total Number
Robbery	0
Aggravated Assault	0
Burglary	0
Motor Vehicle Theft	0
Arson	0

We are proud to report that there were "zero" criminal offenses, hate crimes or arson crimes that occurred on the PTTI Berean school campus in Year 2024. The campus is the area of Girard Avenue, bounded by 19th and 20th Streets.

An Incident Report File is maintained in the PTTI Administration Office should any incident be reported. This log enables the President and CEO to track all incidents and ensure they are treated as an emergency and resolved.

The PTTI Annual Safety and Security Report is also on the PTTI website: www.ptt.edu and annually all employees and students receive an email/text notification of its availability. Copies of this report can also be obtained at the PTTI Administration Office.

PTTI provides a safe campus environment at 1901 West Girard Avenue, Philadelphia, PA 19130; and is dedicated to ensure the safety and security of all employees and students.

This location is a non-housing campus school; however, we do have a fulltime security staff daily, seven (7) days a week – twenty-four (24) hours a day from Monday through Sunday. The President and CEO is onsite at the campus daily and is also the person to whom all safety and security incidents would be reported immediately for resolution: Sherman McLeod President and CEO. His cell phone number is 215 805 1543. His email address is: shermanmcleod@gmail.com

In the absence of Mr. McLeod, and in event of an immediate threat, danger, injury or criminal occurrence, the local police/fire/emergency medical service in the area will be contacted by dialing 9-1-1.

In 2024, while the Federal and State Government COVID-19 mandated requirements ended, PTTI maintained the safety protocols for the school building. Below are the ongoing school building cleaning procedures that were provided to staff and students throughout the year:

- The PTTI maintenance staff sanitized all doors, stairwells, bathrooms, classrooms, etc. every two (2) hours.
- Hand sanitizer bottles were also made available throughout the school.

11. PTTI Harassment and Sexual Abuse and Molestation Policies:

PTTI has a Harassment Policy that encompasses any form of harassment by an employee, student and/or contracted individual. The policy has an addendum on Sexual Abuse and Molestation.

This policy includes an avenue to immediately report any incident that would occur for violence, sexual assault, stalking, etc. Prompt proceedings are ensured and enforced. Also, this policy prohibits and does not tolerate sexual abuse or molestation in the workplace, on campus or during any organized-related activity. All new students and employees receive the Harassment Policy information. It is reviewed with them, their signature is obtained, and they have the appropriate form and contact information should a harassment situation occur.

All PTTI employees in December, 2024 received formal Harassment training from an external consultant which included the topic of Sexual Abuse and Molestation.

The third (3rd) Monday of each month, all “new” PTTI staff and students receive training from the Philadelphia Center for the Prevention of Sexual Violence.

III. Missing Student Notification:

PTTI students do not live on campus. If a situation arises where a student 18+ years of age has not reported to class in 48 hours, a school Admissions/Retention Representative will contact the student to determine the reason for the absence. If the student is not reached by cell phone and/or email, the Admissions/Retention Representative will contact the students family/friend contacts that were submitted at the time of admission. If no one is reached, the school will notify the Philadelphia Police Department after 72 hours (the legal wait time for individuals who are 18+ years of age).

IV. Student /Employee/Contractor/Visitor Security Identification

All PTTI students receive a photo identification card with their "unique" code at the time of initial enrollment. The PTTI identification system does not permit an individual to log in/out for another individual. Students must have their identification card with them at all times when on campus.

It is important that all employees and students strive to keep the PTTI school location safe. They are instructed that it is against school policy to loan their identification card to anyone for any reason.

All PTTI employees receive an ID badge with their name and title and must wear their badge during business work hours.

V. Emergency Evacuation

In the case of an emergency (fire, school closing, threat to building security and safety, etc.), all PTTI employees and students are immediately notified by PTTI's electronic database system which contacts them via cell phone texting and email addresses. This database is in operation 24 hours a day/7days a week.

Fire drills are conducted quarterly.

The main PTTI office telephone number 215-381-9403 also has an emergency line that is put in place for any important messages when an emergency occurs.

Should an emergency occur during the school hours that requires an evacuation due to threat of health or safety, all employees and students have been trained to meet at the following location which is at the front of the school:

Corner of 20th Street and West Girard Avenue

The President and CEO and/or PTTI assigned Instructors/Directors will take an immediate head count to ensure all employees and students have been evacuated.

VI. Access Policy

During school business hours, all students, employees, visitors and contractors will enter the school only through the main Administrative Office entrance.

In 2024, PTTI installed three (3) Garrett PinPoint Detection Systems (PD6500i) at the main building entrance, the side entrance and the rear entrance. This system is monitored by PTTI's onsite Security Guard.

Also, in 2024, PTTI installed the SINE Electronic Visitor Management System to ensure that all visitors are electronically tracked. Upon arrival, they sign in and type in the name of the person(s) for whom they have an appointment. A badge with their name and date is printed and it is affixed to their clothing to demonstrate they are a visitor in the building.

VII. Solicitation

No solicitation is allowed at the PTTI school location without the approval of the President and CEO.

VIII. Primary and Ongoing Prevention and Awareness Programs

PTTI provides all employees and students with printed and verbal educational information on how to access various programs for their mental and physical wellbeing. Pamphlets and/or brochures are on display in the PTTI Admissions Department and the Administrative Office.

The PTTI Resource Manager and the Resource Management Team continued to provide mental health and emergency support resources to students in the areas of housing, child care, etc.

IX. Alcohol and Drug Use Policy

PTTI has adopted a Drug-Free and Alcohol-Free school policy. The policy complies with the Drug-Free Schools and Communities Act.

The PTTI Resource Management Office maintains resource and referral sources for educational and counseling agency locations.

The PTTI Resource Manager also assists students in obtaining any needed resources for drug and alcohol abuse.

The unlawful manufacture, distribution, dispensation, possession or use of drugs as well as the abuse of alcohol by employees or students is prohibited.

Any person found to be in possession of or under the influence of drugs or alcohol on campus or at a PTTI sponsored event/conference is subject to immediate suspension and/or termination.

X. Firearms or Concealed Weapons Policy

Firearms or concealed weapons (licensed or unlicensed) are prohibited at the PTTI school location under all circumstances and may not be transported or used on school property. This also includes any firearm or weapon within the confines of a personal automobile that is parked on authorized school property. Any person found to be in possession of a firearm and/or a concealed weapon campus or at a PTTI sponsored event/conference is subject to immediate suspension and/or termination. All staff and students sign a memorandum agreement to adhere to the Firearms or Concealed Weapons Policy.