

EMERGENCY EVACUATION

YOU WILL BE ALERTED BY:

- Classroom voice notice OR text message
- Fire alarm or other audible alert system

IF TOLD TO EVACUATE:

- Gather immediate personal belongings
- Do not use elevators
- Evacuate via the nearest stairway & exit
- Do not go to your vehicle or leave campus
- Evacuate to your assigned **Assembly Area**, indicated in each classroom.

If you observe a serious injury or safety threat, call 911 from any phone, then call the Emergency Response Line:

453-5700

EMERGENCY LOCKDOWN

YOU WILL BE ALERTED BY:

- College officials OR law enforcement personnel
- Classroom voice notification OR Text message

IF YOU ARE IN AN OPEN AREA:

- Use your best judgment!
- Exit the area if this is your safest option
- Keep your hands free and visible as you exit

IF YOU ARE IN A CLASSROOM:

- Lock the door & turn off all lights
- Stay clear of windows
- Pull blinds/shades
- Silence mobile devices
- Disregard any fire alarms
- Remain silent & alert