

Emergency Evacuation and Lockdown

EVACUATION

You will be alerted by:

- Classroom voice notice or text message
- Fire alarm or another audible alarm system

If told to evacuate:

- Gather immediate personal belongings
- Do not use elevators
- Use the nearest stairway and exit
- Do not go to your vehicle or leave campus
- Go to the assigned assembly area shown in the classroom

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 if that is your safest option
- Keep your hands free and visible

IF YOU ARE IN A CLASSROOM:

- Lock the door and turn off lights
- Stay clear of windows; pull blinds
- Silence mobile devices
- Disregard fire alarms
- Remain silent and alert
- Admit no one unless you are certain it is safe
- Continue until "All Clear" is broadcast

SERIOUS INJURY OR SAFETY THREAT

Call 911 from any phone, then call Security at 453-5811.