

ACTIVE SHOOTER/ACTIVE THREAT

An active threat is defined as any incident which by its deliberate nature creates an immediate threat or presents an imminent danger to the campus community.

Only follow these actions if safe to do so. When in doubt, follow your instincts - you are your best advocate!

If the Active Shooter/Active Threat is inside your building:

- Remain calm.
- Find the nearest location that provides safety, barricade/block doors by any means possible, shut off lights, move to an area of the room where you cannot be seen or heard, and keep as quiet as possible. Turn cell phones to silent mode.
- If intruder has obtained access to the area/room you have sought a safe haven immediately exit the building via safest possible route, away from the threat if possible and seek refuge away from the immediate area.
- As soon as it is safe to do so, notify authorities by calling 911.
- Stay focused on survival and keep others around you focused.
- Do not open the door, law enforcement officers will identify themselves enter and evacuate rooms. Evacuees will be taken to a safe location by law enforcement officials.

If the Active Shooter/Active Threat is NOT inside your building:

- Remain calm.
- Find the nearest location that provides safety.
- Close and lock doors; if doors cannot be locked, barricade/block the door with anything available.
- Do not open the door, law enforcement officers will identify themselves enter and evacuate rooms. Evacuees will be taken to a safe location by law enforcement officials.
- Do not send messages, phone call, etc. unless you actually observe a threat.