

# Active Shooter Emergency Plan

An Active Shooter is an individual actively engaged in killing or attempting to kill people; in most cases, Active Shooters use firearms and there is no pattern or method to their selection of victims. These situations are unpredictable and evolve quickly. Active Shooters are not limited to the use of firearms in accomplishing their attacks on victims. They may use bladed weapons, or any tool that, in the circumstance in which it is used, constitutes deadly physical force. They may employ some type of diversion, such as smoke bombs or set off fire alarms. Make a decision, trusting your instincts, to take action to protect yourself to survive the situation. You will generally have three options: **Run, Hide, or Fight.**

## **Run (First choice)**

- If you can and you deem it safe, get out and get to a safe place (trust your instinct).
- Leave your belongings behind. But, take your cell phone if it is handy (silence it).
- Evacuate regardless of whether others agree to follow or not
- Avoid pointing, screaming and/or yelling
- Help others escape, if possible
- Do not attempt to move the wounded. Rescue teams will follow the initial officers on the scene. These teams will treat and remove injured. The first officers on the scene will not stop to help the injured – their first objective is to stop the active shooter.
- Prevent others from entering an area where the active shooter may be
- Keep your hands visible
- Call 911 when you are in a safe place
- The e2Campus u-Alert system will also keep everyone informed

## **Hide (Second choice)**

- Hide in an area out of the active shooter's view
- Block entry to your hiding place
  - Close and lock doors
  - Block locked doors with furniture or other heavy items.
- Close blinds or curtains, turn off the lights, remain quiet, silence cell phones (including vibrate mode), move behind available cover. Stay on the floor, away from doors or windows, and do not peek out to see what may be happening.
- Remain there until an all clear is given by an authorized "known" voice or law enforcement personnel. Unknown or unfamiliar voices may be misleading and designed to give false assurances. If you do not recognize the voice remain where you are and do not open the door. Always consider the risk of exposure posed by opening the door for any reason.
- Be aware that the assailant may bang on the door, yell for help, or otherwise attempt to entice you to open the door of a secured area.
- If there is any doubt about a threat to the safety inside the room, the area needs to remain secured until you receive an all clear from a "known" voice or law enforcement.
- If safe to do so call 911.
- The e2Campus u-Alert system will also keep everyone informed

## **If outside:**

- Drop to the ground, face down as flat as possible. If within 15-20 feet of a safe place or cover, duck and run to it.
- Move or crawl away from gunfire, trying to utilize any obstructions between you and the gunfire. Remember that many objects of cover may conceal you from sight, but may not be bullet proof.
- When you reach a place of relative safety, stay down and do not move. Do not peek or raise your head in an effort to see what may be happening.
- Wait and listen for directions from law enforcement personnel.

**If the shooter confronts you**

- Stay calm
- Maintain eye contact
- Stall for time
- Keep talking but follow instructions from the person with the weapon
- Do not risk harm to yourself or others.
- Never try to grab a weapon
- Trust your instincts

**Fight (Third choice)**

- As a last resort and only when your life is in imminent danger
- Make a total commitment to action and act as a team with other if possible
- Attempt to incapacitate the active shooter
- Act with physical aggression and do whatever is necessary to survive the situation.

**When law enforcement arrives:**

- Remain calm and follow instructions
- Drop any items in your hands, raise your hands and spread your fingers, follow directions.
- Keep hands visible at all times
- Avoid quick movement toward officers
- Avoid pointing, screaming, or yelling
- Do not ask questions when evacuating

To view video right click and then double click (on left) to open hyperlink:

<https://www.youtube.com/watch?v=5VcSwejU2D0>