HOW TO RESPOND

WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

QUICKLY DETERMINE THE MOST REASONABLE WAY TO PROTECT YOUR OWN LIFE. INDIVIDUALS ARE MOST LIKELY TO FOLLOW THE LEAD OF AN ACTION-ORIENTED PERSON DURING AN ACTIVE SHOOTER SITUATION.

1. EVACUATE
• Have an escape route and plan in mind
• Leave your belongings behind
• Keep your hands visible

2. HIDE OUT
• Hide in an area out of the active shooter’s view
• Block entry to your hiding place and lock the doors

3. TAKE ACTION
• As a last resort and only when your life is in danger
• Attempt to incapacitate the active shooter
• Act with physical aggression and throw items at the active shooter

CALL 911 WHEN IT IS SAFE TO DO SO

HOW TO RESPOND WHEN LAW ENFORCEMENT ARRIVES ON THE SCENE:

• Remain calm, and follow officers’ instructions
• Immediately raise hands and spread fingers
• Avoid making quick movements toward officers such as attempting to hold on to them for safety
• Avoid pointing, screaming or yelling
• Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises

INFORMATION YOU SHOULD PROVIDE TO LAW ENFORCEMENT OR 911 OPERATOR:

• Location of the active shooter
• Number of shooters, if more than one
• Physical description of shooter/s
• Number and type of weapon/s held by the shooter/s
• Number of potential victims at the location

RECOGNIZING SIGNS OF POTENTIAL WORKPLACE VIOLENCE

AN ACTIVE SHOOTER MAY BE A CURRENT OR FORMER EMPLOYEE OR STUDENT. ALERT THE HUMAN RESOURCES DEPARTMENT OR THE DEAN OF STUDENT LIFE IF AN EMPLOYEE OR STUDENT EXHIBITS POTENTIALLY VIOLENT BEHAVIOR. INDICATORS OF POTENTIALLY VIOLENT BEHAVIOR MAY INCLUDE ONE OR MORE OF THE FOLLOWING:

• Increased use of alcohol and/or illegal drugs
• Unexplained increase in absenteeism, and/or vague physical complaints
• Depression/withdrawal
• Increased severe mood swings, and noticeably unstable or emotional responses
• Increasing talk of problems at home
• Increase in unsolicited comments about violence, firearms, and other dangerous weapons and violent crimes