
VIOLENT OR CRIMINAL BEHAVIOR

Violent incidents or acts of criminal behavior can occur on campus grounds or within close proximity with little or no warning. The campus community should be alert for suspicious activity. If a victim of or witness to violent, hostile, or criminal behavior, immediately notify Law Enforcement to report the incident.

IF INDOORS:

Shelter in Place: Seek immediate shelter and remain there during an emergency rather than evacuate.

- Go to the nearest room or office. Close, lock, and barricade the door using whatever is available: desks, tables, file cabinets, other furniture, books, etc.
- After securing the door, position yourself out of sight and stay behind solid objects away from the door.
- Cover the windows.
- Keep quiet and act as if no one is in the room. Keep others calm and quiet. Silence cell phones.
- DO NOT answer the door.
- Do not sound fire alarms. This may cause others to flee the buildings and put them at risk.
- Stay barricaded until you are escorted out by an emergency official or given an “all clear” notification.

If the offender is in the building:

- Exit the building immediately if safe to do so. Notify others to exit as well.
- Always consider the risk of exposure posed by opening the door for any reason. 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 of the individuals inside the room, the area should remain secured.

If the offender(s) enters your office or classroom:

- Remain calm. If possible, alert police; if you can't speak, leave the line open. If there is no opportunity for escape, try to negotiate with the offender. Attempting to overpower him should be a last resort.

IF OUTDOORS:

- Immediately seek protection by putting something between you and the assailant (structure, tree, car, etc).
- If you know where the assailant is and there is a safe escape route available, consider trying to escape.

FLEEING THE AREA:

- The assailant may not stop until his objectives have been met or until engaged and neutralized
- If you decide to flee, make sure you have an escape route and plan in mind.

EVACUATION:

When an evacuation of a building is ordered by law enforcement personnel, the evacuation is mandatory and should be done in an orderly and safe manner. All faculty, staff and students are to assemble in areas designated by law enforcement.
