

In an Emergency When you hear it. Do it!



Lockout



Lockdown



Evacuate



Shelter

Lockout! Secure the Perimeter.

Students

Return inside
Business as usual

Instructors

Bring everyone into the building
Increase situational awareness
Take attendance
Business as usual

Lockdown! Locks, Lights, Out of Sight.

Students

Move away from sight
Maintain silence

Instructors

Lock classroom door
Turn out the lights
Move away from sight
Maintain silence
Take attendance (QUIETLY)
Wait for responder to open door
DO NOT unlock door for ANYONE!!
PD, FIRE, EMS will open classroom door

Evacuate! (See Directions on Wall)

Students

Leave your stuff behind
Refer to map
Handicap students coordinate with instructors

Instructors

Lead evacuation to location
Recruit students to assist handicap students
Take attendance
Notify if missing, extra, or injured students

Shelter! (See Directions on Wall)

Students

Shelter Types:

1. For TORNADO, evacuate to
Basement or low-lying areas &
away from glass
2. For BOMB, evacuate
3. For HAZMAT, evacuate

Instructors

Lead evacuation to location
Recruit students to assist handicap students
Take attendance
Notify if missing, extra, or injured students