

Emergency information

In case of fire:

- 1. Determine evacuation routes in advance.**
- 2. Calmly walk to the exit, following these routes**
- 3. Gather at a safe distance from the building so that it can be checked that everyone is out.**
- 4. If you cannot exit, close the door, open the window, and signal firefighters.**

In case of tornado:

- 1. We MUST go to the lowest level of the building, to the east corridor if possible.**
- 2. Shut doors of the classrooms near you in the basement.**
- 3. DO NOT return to class or leave the building until you have been told by staff that it is safe.**

In case of active threat:

- 1. Call 9-1-1 as soon as it is safe to do so**
- 2. Evacuate the area by a safe route if possible, or seek safe refuge.**
- 3. If you must stay here, close the doors and windows and set up a barricade to the door and any ground level windows.**
- 4. Do not attempt to make contact (verbal or physical) with the individual responsible for the threat unless no other option is available.**
- 5. Keep a solid object between you and the threat at all times.**
- 6. Plan for the worst: locate objects to use as weapons or develop a plan as a group for how to combat the attacker. But, only you, as an individual, can decide if you want to engage the attacker.**
- 7. DO NOT open the door for anyone but the Police.**
- 8. DO NOT approach police officers as they attempt to locate and neutralize the threat.**