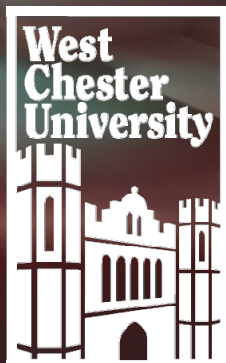


Emergency Classroom Safety



EVERYONE:

- Program your cell phone to speed dial the Police at **911** and **610-436-3311**
- Enroll in WCU Alert, emergency notification system, at www.wcupa.edu/wcualert



FACULTY:

CALL THE THREAT ASSESSMENT TEAM FOR TRAINING ON CREATING AN EMERGENCY PLAN 610-436-3311

All faculty should anticipate and plan how they would ensure the safety of their students in the event of an active shooter in the classroom. While anticipating every detail of an emergency is impossible, by planning ahead, faculty can greatly improve their students' and their own odds of surviving the emergency.

Evacuation offers the greatest chance of survival. Plan to evacuate yourself and your students away from the danger. Become familiar with all of the emergency exit routes in your classroom building. On a daily basis, remain aware of any activities or events that potentially may obstruct your planned exit routes. Identify an area where you could most likely evacuate your class at least 500 yards away from danger.

Do not broadcast or pre-notify the students of your evacuation plan or alternate plan.

Plan for sheltering in place if evacuation is not possible. In the event of an emergency, students are expected to follow your instructions rather than acting on their own.

FACULTY & STUDENTS:

Because local telephone and cell phone towers may be overloaded in an emergency, create a plan to call someone from outside the local area within 12 hours of the incident. Make sure that your contact advises other relatives and loved ones of your status.

If an emergency occurs, make every effort to evacuate. If you can not evacuate, take shelter in a safe place. Remain calm and follow the instructions of your faculty member.

Know your specific location, building name and office/room number.

THINGS TO REMEMBER IN AN EMERGENCY:

1. Evacuate away from the danger and remain calm
 - Follow the instructions of a faculty member, university employee or emergency personnel
 - Evacuate to the nearest exit
 - Notify anyone you may encounter to exit the building immediately
 - Evacuate to an area at least 500 yards from the danger
 - Stay together
 - Once you reach an area of safety, call the Police at 911 or 610-436-3311
 - Notify the police of your group size and location and a contact number
 - Remain in the reported location until you are released by police
2. If you cannot evacuate, remain calm
 - Lock or barricade the door-placing anything heavy in front of the door
 - If the door opens out and cannot be barricaded, evacuate or move to another room
 - Stay out of sight, away from windows and doors
 - Turn off the lights
 - Remain quiet, silence cell phones
 - Once secure NEVER open the door
 - Have one person call the Police at 911 or 610-436-3311
 - Let emergency personnel know you are inside by placing a large note or article of clothing out or on the window, however, do not announce to anyone inside the building that the room is occupied.
3. If the shooter enters your room
 - Be prepared to attempt to overtake the individual with greater numbers
 - If the individual is overtaken, hold that person down
 - Call police at 911 or 610-436-3311 and report the situation



Learn more at:

www.wcupa.edu/dps/emergency/EmergencyPreparedness/