

Hostile Action Safety Tips

Please review the suggestions in the event that a hostile action would unfold in or near your classroom.

1. If possible, immediately call 911 or 7777 / (724) 946-7777.
2. Tell the dispatch of the situation's urgency. If you have a cell phone or know a student's/colleague's call phone number who is in the room, give that information to the dispatcher as time permits. That number could be used for ongoing communications between you and the police on the scene. The dispatcher will ask questions to clarify the situation. Turn off cell phone ringers. Be as quiet as possible.
3. Close the door if the perpetrator has not entered your classroom or office. If your door can be locked, lock it. It will be up to you as to whether or not you could or should have the door barricaded. Most doors open out into common areas, not into the room.
4. Flip desks in a barricade position if possible. It may not shield individuals from bullets, but it may conceal an individual to some degree.
5. Turn out the lights, keep away from windows. If the door has a window keep out of sight of the window, remain along the interior wall.
6. If you are on a floor that is at or slightly above ground level, exit through a window or rear exit.
7. Avoid exiting into a hallway. Police and /or SERT forces need clear access to rooms and other areas within the building.
8. If you are on a lower floor and there is reason to suspect that a perpetrator is outdoors and could be approaching your classroom, close and lock all the windows and pull down the blinds/shades if available and time permits.
9. Watch and listen to announcements made by Police via their bullhorns and other communication device.

These tips can also be found on the Public Safety website. (Emergency Preparedness) www.westminster.edu/emergency

Run



- Have an escape route and plan in mind.
- Leave your belongings behind.
- Help others escape, if possible.
- Evacuate regardless of others.
- Warn and prevent individuals from entering.



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Hide



Your hiding spot should:

- Be out of the active shooter's view.
- Be protective if shots are fired.
- Select a "hardened" area during planning
- Should not restrict options for movement.



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Fight



This is an absolute last resort:

- Act as aggressively as possible.
- Improvise weapons and throw items.
- Yell.
- Commit to your actions.



**Whether you're alone or
with a group-
you fight to live!**

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