



CVCS EMERGENCY RESPONSE GUIDE

1 DANGEROUS PERSON RESPONSE

When an active shooter is in your vicinity:

- **Run** - Find escape route, Leave everything behind, Keep hands visible
- **Hide** - Out of the shooter's view, Block entry, Lock doors
- **Fight** - Only when life is in danger, Incapacitate shooter, Be physically aggressive

2 LOCKDOWN - THREAT INSIDE CAMPUS

- Lock doors, pull lock blocks, turn off the lights, stay silent, and silence cell phones
- Barricade entrance points with available items in the room
- Move away from windows/doors, hide behind desks/cabinets in a dispersed manner
- Do NOT open the door. Police and command personnel will have a key if entrance is necessary. Await law enforcement/admin instructions
- Be prepared to defend yourself if necessary with whatever is available.

3 SHELTER IN PLACE - ENVIRONMENTAL HAZARD

- **Shelter** - Go inside the nearest building
- **Shut** - Close and lock all windows and doors
- **Listen** - Admin will communicate the nature of the event
- If the event is not an immediate emergency or threat continue teaching inside

4 FIRE / EVACUATION

- If smoke is present, stay close to the floor and cover face with cloth/clothing
- Do not open hot doors/handles
- Close doors behind you as you exit - DO NOT LOCK
- Exit calmly, quietly and quickly walk to designated spot on the field

5 EARTHQUAKE

- Duck and cover - Hold on to table or desk leg
- When you feel it is safe, exit the building carefully and evaluate the situation
- Stay away from windows - Await instructions before evacuating
- Shut door behind you and find a way to put an "X" on the door