

ACT OF VIOLENCE EMERGENCY RESPONSE POLICY

PURPOSE:

This policy is intended to provide guidance in the event of an individual act of violence at Gustavus Adolphus College and to comply with applicable regulations of the Occupational Safety and Health Administration (OSHA).

POLICY

It is the policy of Gustavus Adolphus College to provide an act of violence emergency response plan to alert students and employees that an individual appears to be actively engaged in killing or attempting to kill persons on campus.

DEFINITIONS:

For purposes of this Policy: An act of violence is defined as a person or persons who appear to be actively engaged in killing or attempting to kill people at Gustavus Adolphus College. In most cases active shooters use a firearm(s) and display no pattern or method for selection of their victims. In some cases actively violent individuals use other weapons and/or improvised explosive devices to cause additional victims and act as an impediment to police and emergency responders. These improvised explosive devices may detonate immediately, have delayed detonation fuses, or detonate on contact.

PROCEDURES:

1. The first person to identify an active violence situation:

As soon as possible, should call the Gustavus emergency number ***933-8888 or 8888** and announce **“ACTIVE/ SHOOTER/ VIOLENCE”** (with the location of the incident) and a physical description of the person(s) with the weapon, and type of weapon, if known.

2. The Campus Safety personnel will:

Confirm the

Provide a campus announcement **“ACTIVE SHOOTER”** (and the location)” on the public address system and through the RAVE notification system.

3. Campus Safety personnel will contact 911.
4. The phone call to 911 should provide the following information to the police:
 - a. Description of suspect and possible location.
 - b. Number and types of weapons.
 - c. Suspect's direction of travel.
 - d. Location and condition of any victims

POTENTIAL RESPONSES -In response to an active shooter event, there will be three potential courses of action 1) RUN, 2) HIDE 3) FIGHT.. The following guidelines identify these courses of action:

RUN

If there is an accessible escape path, attempt to evacuate the premises, following these recommendations:

- Have an escape route and plan in mind
- Evacuate regardless of whether others agree to follow
- Leave your belongings behind
- Help others escape, if possible
- Prevent individuals from entering an area where the active shooter may be
- Keep your hands visible
- Follow the instructions of any police officers
- Do not attempt to move wounded people
- Call 911 when you are safe

HIDE

If evacuation is not possible, find a place to hide where the active shooter is less likely to find you, with these recommendations:

The hiding place should:

- Be inconspicuous
- Be out of the active shooter's view
- Provide physical protection if shots are fired in your direction (e.g., locating into a bathroom and locking the door, staying as low to the floor as possible and remaining quiet and motionless)
- Not trap you or restrict your options for movement

To prevent an active shooter from entering the hiding place:

- Lock the door
- Blockade the door with heavy furniture

If the active shooter is nearby:

- Lock the door
- Silence cell phones and devices.
- Turn off any source of noise (i.e., radios, televisions)
- Hide behind large items (i.e., cabinets, desks)
- Remain quiet and motionless

FIGHT

If it is not possible to evacuate or hide, then consider self-defense, with these recommendations:

- Remain calm
- Dial 911, if possible, to alert police to the active shooter's location
- If you cannot speak, leave the line open and allow the 911 dispatcher to listen

Take action against the active shooter and only when you believe your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter as follows:

- Acting as aggressively as possible against him/her
- Throwing items and improvising weapons
- Yelling
- Commit yourself to defensive physical actions

LAW ENFORCEMENT RESPONSE

The police will arrive to respond to the emergency, follow these recommendations:

1. Comply with the police instructions. The first responding officers will be focused on stopping the active violence and creating a safe environment for medical assistance to be brought in to aid the injured.
2. When the police arrive at your location:
 - a) Remain calm, and follow officers' instructions
 - b) Put down any items in your hands (i.e., bags, jackets)
 - c) Immediately raise your hands and spread your fingers

- d) Keep your hands visible at all times
 - e) Avoid making quick movements toward officers such as attempting to hold on to them for safety
 - f) Avoid pointing, screaming and/or yelling
 - g) Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the area or to an area to which they direct you
 - h) notify Gustavus representatives that you have evacuated the premises
3. When the police arrive the following information should be available:
- a) Number of shooters
 - b) Number of individual victims and any hostages
 - c) The type of problem causing the situation
 - d) Type and number of weapons possibly in the possession of the shooter
 - e) All necessary Gustavus Adolphus representatives still in the area as part of the Gustavus emergency management response
 - f) Identity and description of participants, if possible
 - g) Keys to all involved areas as well as floor plans
 - h) Locations and phone numbers in the affected area

POST-INCIDENT ACTION

When the police have determined that the active shooter emergency is under control, Campus Safety will provide a public announcement that the emergency is over by using the RAVE system.

POLICE INVESTIGATION

After the police have secured the premises, Gustavus will arrange to have designated representatives participate in the law enforcement investigation of the incident, including identifying witnesses and providing requested documents.

MEDICAL ASSISTANCE

Campus Safety will designate representatives who will engage with emergency responders who provide medical assistance to injured students and employees, including ensuring that all required medical benefit and insurance documentation is provided.

NOTIFICATION OF RELATIVES

Gustavus Adolphus College will designate administrative representatives to notify relatives of any injured employees or students in a timely fashion.

MEDIA

Gustavus Adolphus College will designate administrative representatives who will respond to any media requests for information. Such representatives will carefully consider the nature of any such requests in order to avoid disclosing information about any person that is confidential and protected by Federal and state privacy and medical information laws and regulations and interfering with any ongoing police or internal Gustavus Adolphus College investigations.