

Lockdown & Secure-and-Hold

Lockdown

A lockdown may be enforced if campus safety is at risk and evacuation is not viable. Eagle Alert and the PA system will notify everyone on campus during a lockdown.

Safe Place Definition:

Any room that offers a solid barrier between you and an active threat.

Actions:

- Seek refuge in a safe place.
- Stay in your current location if it meets the requirements of a safe place.
- Lock the door. Barricade the door if able.
- Silence any source of noise (i.e. cell phones, radios, televisions).
- Shut off any visual equipment (i.e. projector).
- Turn off the lights.
- Close blinds and curtains, or use available material to cover windows.
- Distance yourself from windows and doors.
- Stay low. Sit on the floor, in a corner, or against the wall.
- **DO NOT** exit the room until the “all clear” is given through Eagle Alert or authorized personnel.

Fire Alarm During Lockdown:

- Assess your area for signs of fire.
- If there are no signs of fire, remain in lockdown.
- If signs of fire are evident, evacuate only if it is safe.
- If evacuation is not an option, notify campus police or 911. If unable to access a mobile device, attempt to signal for help.
- Move to the lowest point in the room.
- Use clothing (or any accessible item) to seal off points of entering smoke.
- Protect yourself from smoke inhalation with a wet cloth by covering your nose and mouth.
- Avoid opening or breaking windows unless absolutely necessary.

Secure-and-Hold

A Secure-and-Hold is used for situations that do not justify a lockdown but require some precautions. Unlike a lockdown, free movement within the building is permitted.

Actions:

- Remain inside your current building.
- If outside, enter the nearest building.
- If Eagle Alert provides instructions to avoid a specific building, do not enter the building.
- Do not linger near windows and exits.
- Do not exit the building until advised by authorities.