When alarm sounds, remain calm and close room window(s).

Grab only the clothing necessary for existing weather conditions. Do not attempt to salvage personal belongings.

Turn off all electrical appliances, including stoves/ovens and room lights.

Feel lock or top gap between door and frame to see if it is hot. If it is, don’t open it - instead, if you can do so safely, use window to escape or summon help by yelling. Keep window closed if smoke enters room through it.

Close but do not lock room/apartment door(s) behind you.

Stay low under smoke and toxic fumes, crawl on hands and knees, if necessary.

Do not use elevators; use stairways only.

Leave by the nearest Exit. Do not Run. Leave building directly from stairway; do not use your ID card to pass through doors during evacuation.

Remain clear of building by at least 50 to 100 feet; move beyond sidewalks if necessary, but never stand on roadways or in parking lot aisles.

Never re-enter building for any reason, even if alarm signals are silenced. Wait until permission is granted by person in charge of drill or fire scene, (i.e., Dept. of Safety Officer, drill coordinator, resident director, or ultimately, the township Fire Chief).

In an actual EMERGENCY (especially if you are trapped in your room by smoke or fire), use the phone in that room/apartment to summon assistance by dialing:

1. Messiah College Dispatch Services – extension 6565, or extension 6005, or,
2. Cumberland County Dispatch - 9-911 (dialing 9 first gets you an outside line).

Please direct any questions regarding the above information to the Department of Safety.