



*Revised September 10, 2020*

## **What is a lockdown?**

A **lockdown** is a temporary change in normal operations due to an on-going incident that requires the attention of campus or local law enforcement personnel.

Information about a lockdown, and instructions on how to respond, will always be communicated through various emergency communication channels such as text alerts, social media, etc.

## **Potential responses during a lockdown**

### **1) Shelter-in-place**

In certain situations, individuals may be given instruction to immediately enter or remain inside a building—known as a shelter-in-place—in an effort to protect themselves from potential danger. Remain in your safe location until directed otherwise by campus safety or law enforcement.

This action might be necessary when evacuation would not be appropriate, such as:

- A severe weather emergency
- Hazardous chemical spills
- Near-campus police activity
- Some active shooter scenarios where fleeing a building would not be safe.

### **2) Evacuation**

Other times, it may be safer to attempt to evacuate a building or specific if you are able or if the situation warrants.

This action might be necessary during:

- A bomb threat
- Building fire
- Gas leak

### **3) Situational Response**

Some incidents may require different responses depending on the current situation at hand.

A primary example would be a violent or potentially violent person in your building or area. It will be necessary and crucial that you take the following steps to determine the best course of action with the information you know at the time. Information will be provided as it is available by Messiah's crisis response team.

If there is an intruder, you should take the following steps:

#### **GET OUT**

- If you are able to leave the area or building without placing yourself or others in danger, exit as quickly as possible.
- Leave quickly and quietly, keeping your hands visible when you exit.
- NEVER sound the fire alarm in a non-fire emergency situation.
- When you get to safety, call 911 and report the incident.

#### **HIDE OUT**

- If it is safer to shelter-in-place, close, lock and barricade the door if possible.
- Turn off the lights, close any windows and blinds, and remain quiet.
- Hide from view and take cover behind heavy items that may provide protection.
- Silence your phone, but leave it turned on to receive text alerts.
- Call 911 if you can without compromising your location or safety.
- Remain in your safe location until directed otherwise by campus safety or law enforcement.
- When the police arrive, keep your arms up, your hands visible, and follow the officer's instructions.

#### **TAKE OUT**

- If you are in an imminent life-threatening situation, you may find it necessary to fight to save your life. This is a personal decision and it may not agree with your faith or other beliefs. You must decide if you are able and willing to take this step.
- If you choose to fight, overpower the subject with a group of people if possible.
- Utilize any objects available as a weapon—this may be a chair, letter opener, scissors, fire extinguisher, or laptop to strike or stab the subject. If it is possible to restrain the subject, hold and bind with tape, belts, or computer or electrical cords. Secure the subject's weapon if you can safely do so (refrain from picking the weapon up; place a trash can or chair over it and notify the police of the location when they arrive).
- Escape or leave the area if possible.
- Call 911 when you are safe and able.

*(Note: the above response are also detailed in Messiah University's Active Shooter Protocol found in the University's Safety Manual)*