Public Safety and Emergency Preparedness

EMERGENCY PROCEDURES

TORNADO
SEEK SHELTER
• Move to an interior room on the lowest level
• Stay away from windows and exterior doors
• Listen to a weather radio or weather app for updates
• Stay away from hazardous materials

FIRE
EVACUATE
• Pull the fire alarm
• Call 911
• Leave the building, close doors behind you
• If unable to exit the building, go to the nearest stairwell or place of refuge, don’t use elevators
• Assemble in designated area
• Stay out of the building

ACTIVE THREAT
RUN, HIDE, FIGHT
• Call 911
• Leave the building
• If evacuation is not possible, hide in a concealed place
• Lock and barricade door, turn off the lights
• Wait for law enforcement
• As a LAST resort, over power the shooter - fight for your life

MEDICAL EMERGENCY
STAY CLEAR
• Call 911
• Provide the location, nature of injury or illness, current condition of the victim and other requested information
• Do not move the victim unless in immediate danger
• If trained–administer first aid, CPR/AED

PHONE NUMBERS
EMERGENCY
POLICE, FIRE, EMS
911
NON-EMERGENCY
Security: 574-267-5428 ext. 7225
Security Escort: 574-267-5428 ext. 7225
Police Non-Emergency: 574-372-9511
Suicide Prevention Line: 800-273-8255
Sign up for emergency alerts at: getrave.com/login/ivytech

SUSPICIOUS ACTIVITY
SEE SOMETHING, DO SOMETHING
• Object is out of the ordinary
• Person is behaving strangely
• Gut feeling that something is wrong
• If you see something suspicious, do something
• Call 911 and Security: 574-267-5428 ext. 7225

BOMB THREAT
REMAIN CALM
• Get as much information as possible from the caller–location of device, what it looks like, what will cause it to explode
• Note background sounds, gender of caller, and any notable characteristics of the caller’s voice
• Call 911

SEXUAL ASSAULT PREVENTION
BE ALERT
• Trust Your Instincts - If you feel uncomfortable in any situation - Leave
• Think about your safety everywhere
• Always walk, drive and park in well-lit areas
• Keep doors locked, don’t pick up hitchhikers

SUICIDE AWARENESS
QUESTION, PERSUADE, REFER
• Consider any reference to suicide serious
• Call Security or 911
• Stay with person until assistance arrives
• Persuade to get help
• National Suicide Prevention Lifeline: 800-273-8255

SEE SOMETHING, SAY SOMETHING
FOR MORE INFORMATION GO TO: IVYTECH.EDU/SAFETY