CLASSROOM EMERGENCY PROCEDURES

REPORT ALL EMERGENCIES TO ASU POLICE 325-942-2071 & DIAL 911

IMPORTANT INFORMATION FOR ALL EMERGENCIES

- **Report all campus emergencies to University Police (UPD) at 325-942-2071.**
- **Call 9-1-1 to request Fire Department or Emergency Medical Services, if needed.**
- **Suspend classes and events in the affected area for the duration of the emergency.**
- **Follow instructions from emergency personnel, ASUAlert, and campus officials.**
- **Avoid the affected area until an "All Clear" is issued by emergency personnel.**
- **Whenever possible, assist persons with special needs.**

BUILDING EVACUATION

Evacuation may be required due to fire, gas leak, bomb threat, or other emergency

- **Gather personal belongings if safe to do so. DO NOT delay evacuation.**
- **DO NOT operate electrical switches or close doors or drawers if explosion is possible.**
- **Immediately evacuate facility using nearest safely accessible exit.**
- **DO NOT use elevators.**
- **Assist persons with special needs as able.**
- **Meet outside at specified assembly area and await further instructions.**

SHELTER-IN-PLACE

Shelter-in-place may be required due to severe weather, acts of violence, or other emergency

- **Instructions will be issued via ASUAlert and other available notification systems.**
- **Stay calm and assist others.**
- **Avoid windows, doors, and outside walls.**

TORNADO WARNING

- **Immediately move to a Storm Shelter area or an interior area of lower level of facility away from windows and close doors.**
- **Remain in shelter area until warning expires.**

FIRE

- **Immediately evacuate facility when alarm is activated or there is evidence of a fire.**
- **Close doors as exiting, and activate nearest fire alarm pull station.**
- **Call 911 to report location of fire or smoke.**

THREATENING PERSON

- **Monitor the person from a safe distance.**
- **DO NOT confront the person or block their access to an exit.**
- **Call UPD and provide information about the person, location, and/or direction of travel.**

ACTIVE SHOOTER

If you hear gunfire or see a person with a gun, take immediate steps to protect yourself

- **Try to escape the area or facility if able.**
- **If unable to escape, find a room to hide in. Immediately close and lock and/or barricade the door and hide behind heavy furnishings.**
- **Stay away from windows and out of view.**
- **Turn off devices that emit light or sound.**
- **Notify UPD of shooter's location/description.**
- **If the gunman approaches you, your actions will depend solely on your judgment and capabilities. Physical attack is a last resort.**

For more emergency management procedures: www.angelo.edu/emergency
For major incident status updates: www.angelo.edu

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