

Responding to Campus Emergencies



**EMERGENCY
PROCEDURES FOR
DICKINSON
COLLEGE
STUDENTS**

Emergency Notification



Red Alert

E-Mail

Campus Television/Radio

Outside Media

EXAMPLES OF LOCALIZED TORNADO DAMAGE



Tornado in Allegheny County,
PA



Tornado damage in Salisbury, PA

Tornados



A tornado is a violently rotating column of air extending from a thunderstorm to the ground. Tornadoes may have rotating winds in excess of 250 mph.

Common observations during a tornado:

- Greenish or greenish-black color to the sky
- Before a tornado hits, the wind may die down and the air may become very still.
- The sound of a tornado has been likened to that of both trains and jets.
- Obvious funnel shaped cloud that is rotating

LIGHTNING AND THUNDERSTORMS



August 2006 – Severe thunderstorm in Carlisle, PA

LIGHTNING AND THUNDERSTORMS



ALL THUNDERSTORMS ARE DANGEROUS!

**If you can hear thunder, you are within striking distance.
Seek safe shelter immediately!**

- When attending an outdoor event, activities should stop at the first sound of thunder to ensure that everyone has time to get to shelter.
- Inside buildings, do not use corded phones, computers or other electrical equipment that puts you in direct contact with electricity. Stay away from indoor or outdoor pools, tubs, showers and all water sources.

Helping a Lightning Strike Victim



You are in
no danger helping a lightning
strike victim. The
electrical charge he/she took
will not affect you.



Winter Storm Closures



Information regarding any closures or delays relating to winter storms will be distributed through:

- Red Alert
- E-Mail
- Local Media



Floods



Flooding in the Lower Quads

Floods are the most common and widespread of all natural disasters except for fires



- Six inches of moving floodwater can knock you off your feet, and at a depth of two feet will float a car downstream.
- If you are in a campus building that begins to flood notify Public Safety at ext. 1111, 911 or (717) 245-1111. Leave the building for a facility that is not flooding.
- If caught outdoors, climb to high ground and stay there.
- DO NOT walk through or drink floodwater. Floodwater may contain fecal and other toxic matter from sewage, industrial chemicals, agricultural by-products and others sources. If you must come into contact with floodwater, wash with soap and clean water as soon as possible after the contact.

Other Emergencies



- Fire
- Weapons Policy and Active Shooter
- Bomb Threats
- Explosions
- Disturbances and Demonstrations
- Confrontations

FIRE As a building occupant, you are required by law to evacuate when the fire alarm sounds.



History

Fires in residential student housing



- 1993 Baird Hall Mattress fire due to candles
- 1994 Baird Hall Mattress fire due to smoking in bed
- 1998 McKenney Hall Fire due to candles
- 1998 McClintock Hall Fire due to incense
- 2008 Malcolm Hall



Primary causes of fires on college campuses:

Candles Electrical Hazards, Smoking and Purposefully Set Fires

History

Fire Statistics 2008



- **239** Fire alarms responded to
- **89** Cooking related alarm activations
- **1** Residence hall fire without injuries – Malcolm Hall
More than \$250,000 in damages
- **2** Minor fire within student housing without injury or damage
- **2** Ground cover fires
- **2** Vehicle fires
- **6** Malicious alarm activations as a result of tampering with fire equipment

College Policy

Smoking

Smoking is permitted only in outdoor areas of the campus, at least 25 feet away from a building. No smoking is allowed in any College building; this includes private offices, residence hall rooms and public spaces.

Hazardous Materials

Appliances with open heating elements, halogen lamps, decorative lights, concealed extension cords, or multiple outlet adaptors that are not fused or UL approved are prohibited. Candles & incense are also prohibited.

FIRE PRECAUTIONS

IF YOU ENCOUNTER EXCESSIVE SMOKE AND HEAT:

- IF YOU TOUCH A DOOR AND IT IS WARM OR HOT TO THE TOUCH, REMAIN IN THE ROOM AND FOLLOW THESE PROCEDURES:
 - If you are in the basement or ground floor and there is a window, look out and if it is clear outside (no smoke or flames), open the window and climb out. If you are on the 2nd floor or higher open the window and signal for help by hanging a “flag” (sheet, jacket, etc.) out of the window.
 - If a telephone is available call Public Safety ext.1111, 911 or (717) 245-1111 and inform them of the situation.
 - Stuff the cracks around the door with towels, lab coats, throw rugs, etc. to keep out as much smoke as possible.
 - Never attempt to jump from the upper floors of a multi-story building—jumps may be fatal.

Emergency Assembly Areas



Emergency Assembly Areas, (EAAs) are used as an initial gathering point, where occupants of a building can be accounted for, and where initial information can be provided depending on circumstances (all clear and safe to return, or move to a shelter location).

Emergency Assembly Areas (EAA)

Goodyear

Rear parking lot along the fence, out of traffic and away from the building

Upper & Lower Quads

Lawn area near the Volleyball Court, between Wilson/Davidson Hall, and Kisner-Woodward Hall

Louther Street

Apartments and Houses

Parking lots at rear; 300 & 400 block— Lawn area near volleyball court



Emergency Assembly Area (EAA)

Rush Campus

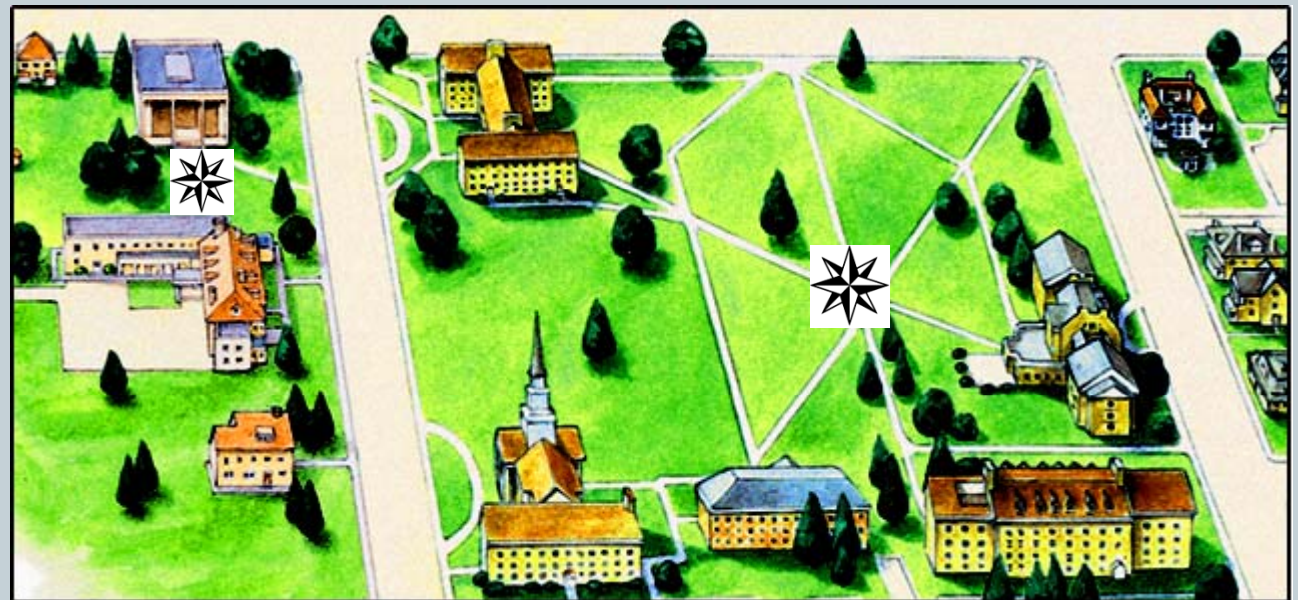
Center grass area of residence halls

Malcolm Hall

Lawn area toward 50
Mooreland

Matthews House

Lawn area toward 50
Mooreland



Emergency Assembly Areas (EAA)

High Street Apartments

Parking lots along Dickinson Ave



College Street Houses

Parking lots at the rear of each property



S. West Street Houses

Parking lots at the rear on Cliff Ave.
near South College Hall



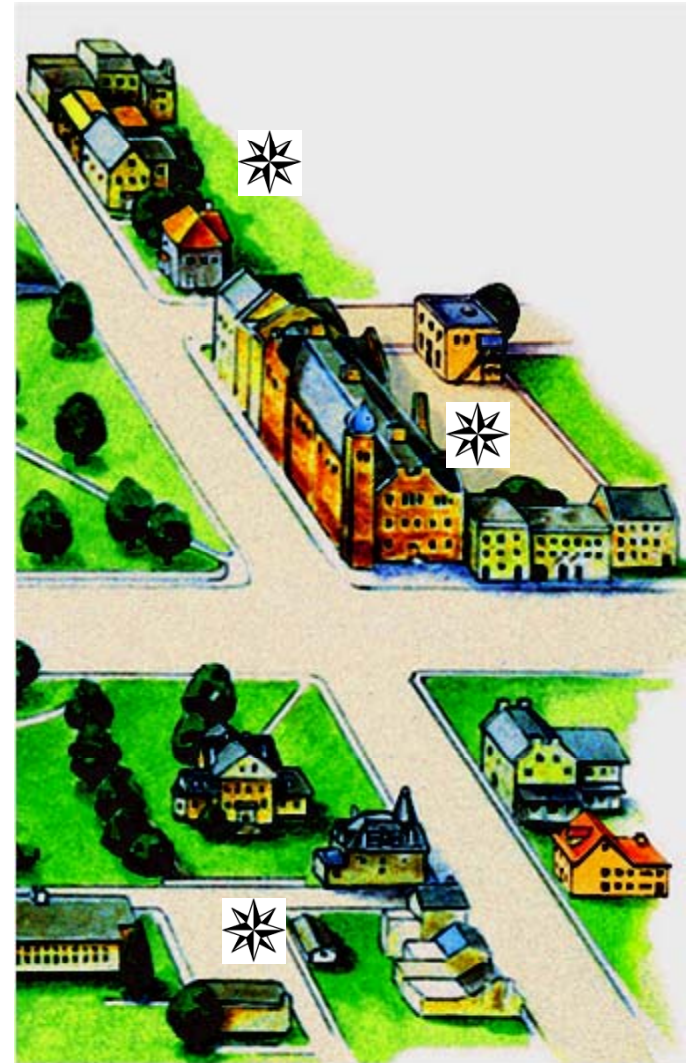
Stuart House and 170

West Louther Street
Lawn area outside of the Rand
House

230 / 236 W. North Street

Factory Apartments

Parking lot at rear along Locust Ave



IF THERE IS A FIRE IN YOUR AREA:

Evacuate the building as soon as the alarm sounds, move well away from the building, and proceed to the designated Emergency Assembly Area (EAA).

The single greatest danger in a structure fire is asphyxiation due to smoke, making immediate evacuation the key to safety

- To reduce the spread of smoke through a building, fire doors located at the entrance to stair towers & hallways must remain closed.**
- On your way out, warn others nearby. Assist those with disabilities in exiting the building!**
- Take important personal items when you evacuate: Identification, medication, keys and appropriate clothing.**
- Use stairs only; do not use elevators.**
- Do not re-enter the building or work area until you have been instructed to do so by the emergency responders.**

Fire Extinguisher Use

Only attempt to extinguish a fire if you have a clear route of escape

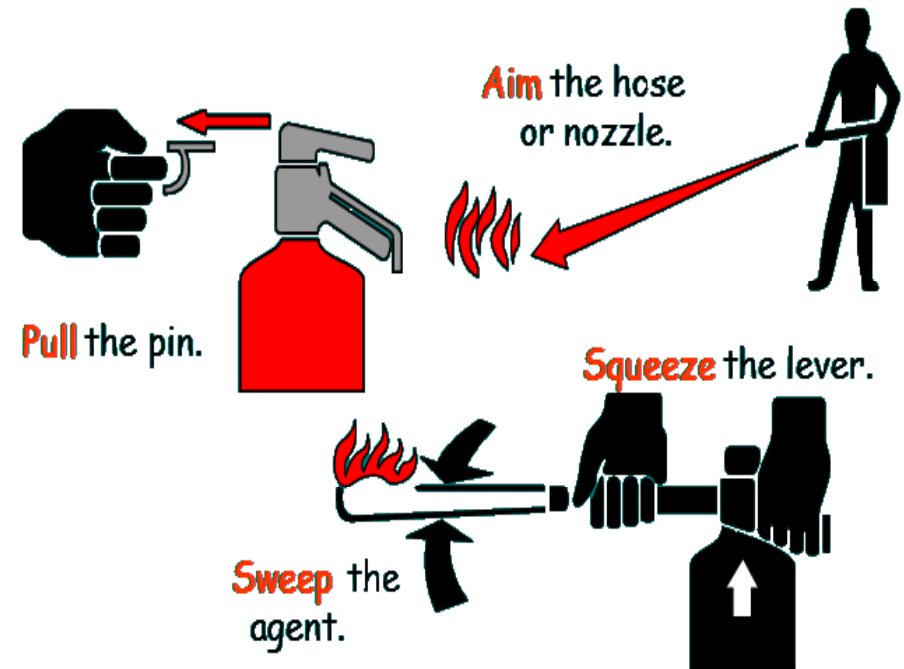
Pull the pin Hold the extinguisher with the nozzle pointing away from you, and release the locking mechanism

Aim low Point the extinguisher at the base of the fire

Squeeze the lever slowly and evenly

Sweep the nozzle from side-to-side

The P.A.S.S. Method



Review



➤ **Keep watch for safety hazards:**

Candles, smoking, incense, cooking, electrical
Fire stair tower doors, tampering with fire equipment
Obstructed passages & exits

➤ **Be ready to evacuate**

Know your Emergency Assembly Area (EAA)
Know where your personal belongings are located.

➤ **When the time comes:**

Evacuate !
Direct others to safety

➤ **Be ready to assist**

WEAPONS CONFISCATED BY PUBLIC SAFETY



Weapons Policy

Policy Statement

All members of the College community, including faculty, staff, and students, as well as visitors to Dickinson College, are prohibited from possessing firearms, explosives or weapons on the premises of the College or in any building under College control or at any College-sponsored event without the explicit authorization of Dickinson College, whether or not a federal or state license to possess the same has been issued to the possessor.

Policy/Procedures

Anyone possessing a weapon other than those in the exception categories will be asked to remove them from the campus or event immediately. They may also be subject to arrest and/or disciplinary action as discussed below. Exceptions to this policy may be requested in writing to the Chief, Department of Public Safety. The Chief will review the request with the Vice President for Campus Operations and General Counsel. Only under the most unusual circumstance would an exception be granted. Questions about the applicability of this policy to specific items may also be directed to the Chief, Department of Public Safety.

Complete language for this policy is posted on the Public Safety web page <http://www.dickinson.edu/student-life/campus-safety/policies/Firearms-Weapons-Explosives-Policy/>

Active Shooter



What should you do if you are involved in an active shooter incident?

- In general, how you respond will depend on the situation at hand
- The most important thing is to remain calm

If the shooter is outside your building:

- Go to a room that can be locked. Turn off all the lights.
- Get everyone on the ground, move away from the door, make sure no one can be seen from outside the room and remain very quiet
- Secure the doors and windows. Close blinds, shutters, etc.
- Call Public Safety ext. 1111, 911 or (717) 245-1111 explain the situation, give your location and the number of people with you
- Remain in the secure area until the room is entered by police

Active Shooter



If the shooter is **inside** your building:

- **If the room you are in can be locked, secure the doors and windows**
- **Turn off all the lights**
- **Get everyone on the ground, move away from the door, make sure no one can be seen from outside the room and remain very quiet**
- **Call Public Safety ext.1111, 911 or (717) 245-1111, explain the situation, give your location and the number of people with you**
- **Remain in the secure area until the room is entered by police**
- **If the room you are in cannot be locked you must determine if it safe to move to another room nearby**
- **If it safe to escape do so whenever possible**

POLICE ARRIVE



What to expect from police:

- They will be very focused so remain calm.
- They may point their guns at you. You are not in danger if you follow their instructions.
- Keep your hands over your head with your fingers spread
- Do exactly what the police ask and do not speak unless you are asked questions.
- They may go past you looking for the shooter and bypass wounded people.
- Do not attempt to follow them. Moving in the direction that they came from will be your best avenue of escape.



Bomb Threat



If you receive a bomb threat by telephone

- Stay calm
- Pay close attention to details. Talk to the caller to obtain as much information as possible
- Take notes. Pay attention to the caller's:
 - Speech patterns (accent, tone)
 - Date and time of call
- Call Public Safety, ext. 1111, 911 Or (717)-245-1111. Follow their instructions

Bomb Threats/Explosions



A suspicious-looking box, package, object or container in or near your work area could be a bomb or explosive material.

- Do not handle or touch the object.
- Move to a safe area and call Public Safety at ext.1111, 911 or (717) 245-1111.
- Use a telephone in a safe area. Do not operate any power switch, and do not activate the fire alarm.

Explosions



If There Is An Explosion-

- When the evacuation alarm is sounded or you are told by College officials to leave, move to a clear area that is at least 500 feet away from the affected building. Report to your Emergency Assembly Area (EAA) as soon as possible.
- If you cannot evacuate safely, take cover under a table, desk, or other object that will give protection against falling glass or debris
- Do not light matches, use cell phone or turn lights on or off.
- Do not return to an evacuated building unless told to do so by a College official.

Civil Disturbances and Demonstrations



Most campus demonstrations are peaceful and people not involved should attempt to carry on business as usual. Avoid provoking or obstructing demonstrators. Should a disturbance occur, call the Public Safety at ext 1111, 911 or (717) 245-1111.

- **As a private institution, demonstrations involving non-College members are prohibited.**

If a disturbance seems to threaten the occupants of the building, report it immediately and take the following actions:

- Alert all persons in the area of the situation
- Lock all doors and windows
- Close blinds to prevent flying glass
- If necessary to evacuate, follow directions from Public Safety
- If evacuation occurs, meet at the location designated as your building's Emergency Assembly Area (EAA) and wait for additional instructions and information.

Confrontations



ANGRY/BELLIGERENT/VIOLENT INDIVIDUALS

Use the following steps when communicating with an angry or potentially violent individual:

- Be courteous and confident
- Remain calm
- Allow the opportunity for the person to express feelings and concerns. Listen respectfully and objectively.
- Alert Public Safety ext. 1111, 911 or (717) 245-1111 if an imminent threat exists.

DO NOT:

- Corner or crowd the hostile individual
- Attempt to touch the individual
- Blame anyone
- Ignore the hostile individual

EMERGENCY CALL BOXES

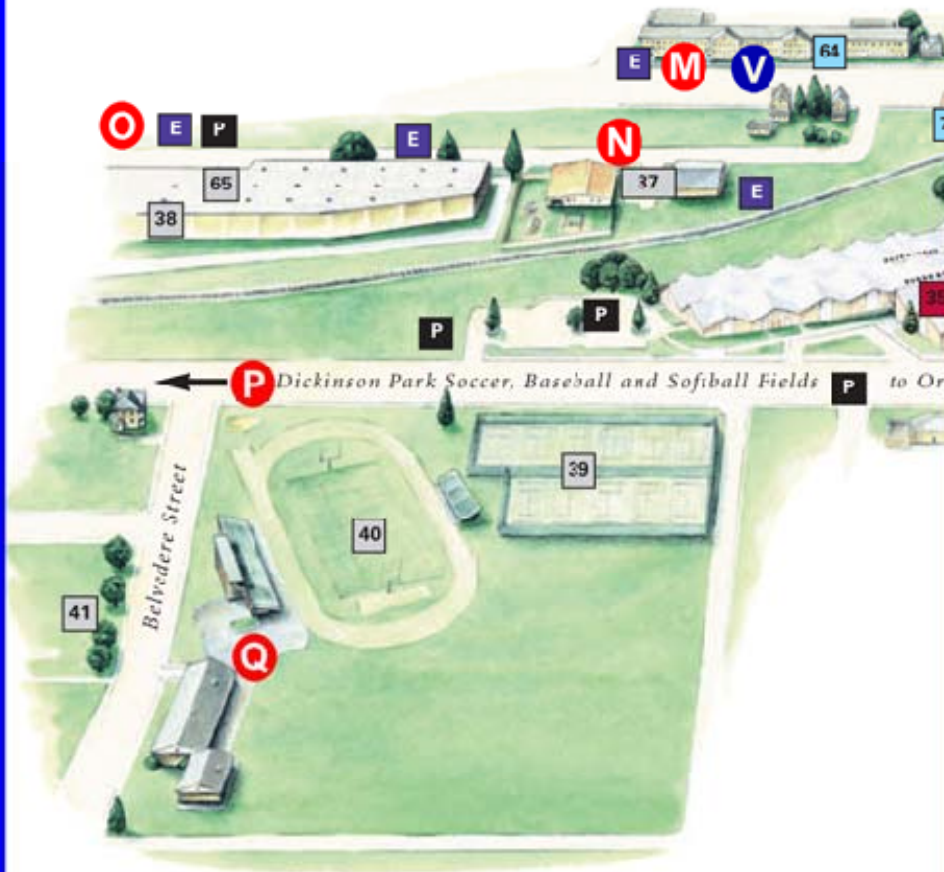


EMERGENCY CALL BOXES

- (M) Goodyear Art Studio, 500 block W Louther, north side of street
- (N) Children's Center north side of the building
- (O) Orange Street Parking Lot middle of lot south side by fueling point
- (P) Dickinson Park, 1250 Ritner Highway, east side of building
- (Q) Biddle Field, east side of the field house

COURTESY CALL BOXES EXTERIOR OF BUILDING

- (V) Goodyear Building/Residential, Front of Building

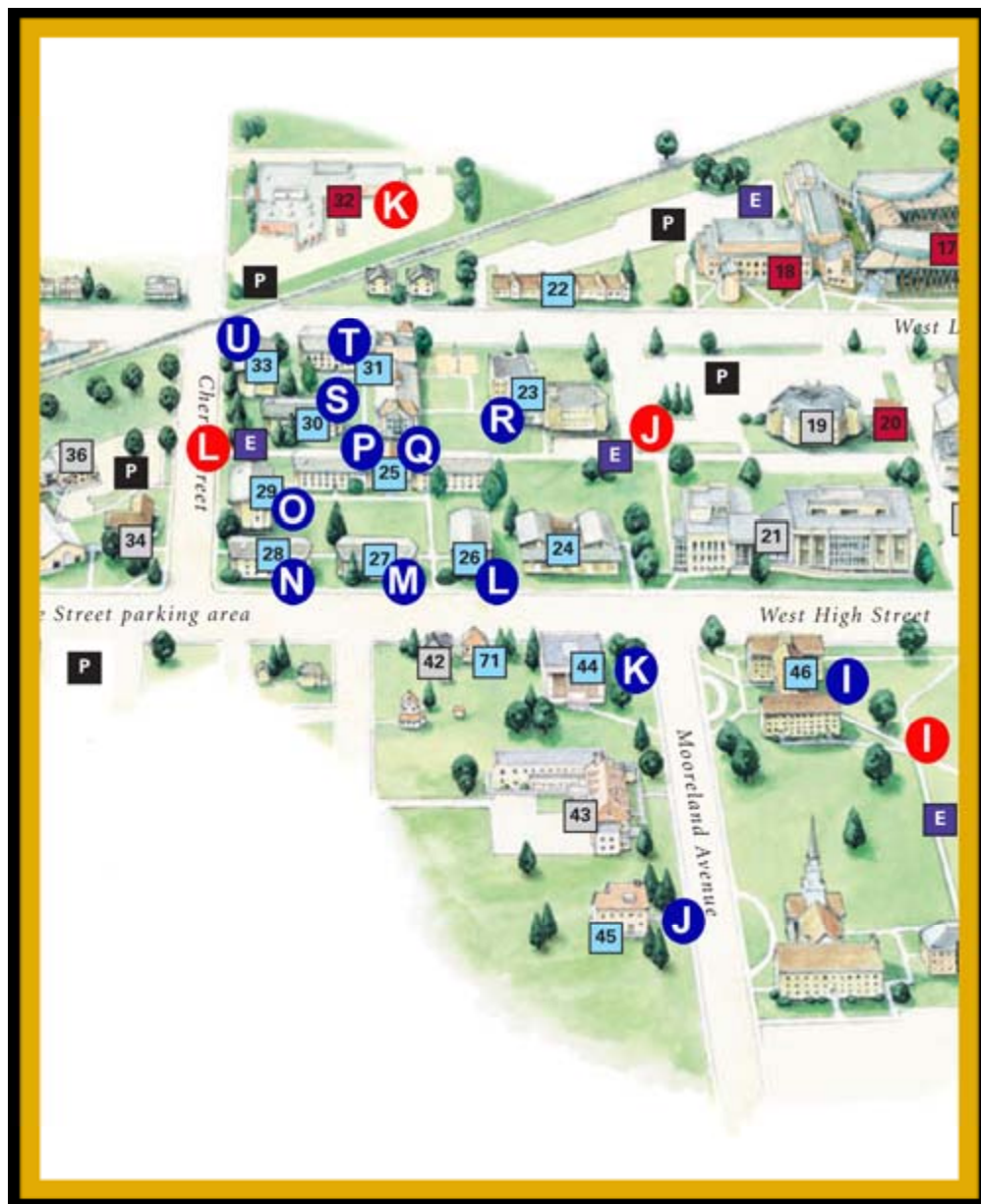


EMERGENCY CALL BOXES

- (I) Morgan Field walkway south of Morgan Hall
- (J) ATS Parking Lot, East side of Kisner-Woodward Hall
- (K) Kaufman Building Rear of building in parking lot near Public Safety office
- (L) Cherry Street, 1st block, east side of street

COURTESY CALL BOXES EXTERIOR OF BUILDING

- (I) Morgan Hall, right side of main doorway
- (J) Matthew/Arts House, left side of main doorway
- (K) Malcolm Hall, left side of main doorway
- (L) Cooper Hall, left side of main doorway
- (M) Buchanan Hall, left side of main doorway
- (N) Conway Hall, left side of main doorway
- (O) Longsdorff Hall, right side of main doorway
- (P) McClintock Hall, left side of main doorway
- (Q) Baird Hall, right side of main doorway
- (R) Kisner-Woodard Hall, right side of main doorway
- (S) Armstrong Hall, left side of main doorway
- (T) Davidson-Wilson Hall, right side of main doorway
- (U) Atwater Hall, left side of main doorway



EMERGENCY CALL BOXES



- (A) 25/27 W High St. - Rear
- (B) Church St. Front of S. College
- (C) Bosler Hall, walkway south of Bosler Hall
- (D) East College, walkway front of E College
- (E) 162 Dickinson Way, front of building
- (F) Stern Hall, rear of Stern on W Louther St
- (G) Locust Ave, on front of garage
- (H) Mooreland Parking Lot, South side of Witwer Hall

FOLLOW UP QUIZ



Are you ready?

ARE YOU REGISTERED FOR RED ALERT?



YES

NO

In the event of a fire, what is the **FIRST** thing you should do?



- ❑ **FROM A SAFE LOCATION ON CAMPUS, CALL 911 TO REPORT THE FIRE.**
- ❑ **LEAVE THE BUILDING IMMEDIATELY AND PROCEED TO YOUR EMERGENCY ASSEMBLY AREA (EAA).**
- ❑ **ACTIVATE THE FIRE ALARM AND WARN OTHERS.**

Do you know where your Emergency Assembly Area (EAA) is located?



YES

NO

If a flood warning occurs, WHAT is the FIRST thing you should DO?



- ❑ DRINK THE WATER TO MAKE SURE IT IS SAFE TO DRINK.**
- ❑ MOVE TO HIGHER GROUND.**
- ❑ WALK THROUGH THE WATER TO SEE HOW DEEP IT IS.**

In the case of lightning and thunderstorm, which of the following precautions should you take?



- IF YOU CAN HEAR THUNDER, YOU ARE WITHIN STRIKING DISTANCE. SEEK SAFE SHELTER IMMEDIATELY!**

- INSIDE BUILDINGS, DO NOT USE CORDED PHONES, COMPUTERS OR ANY OTHER ELECTRICAL EQUIPMENT THAT PUTS YOU IN DIRECT CONTACT WITH ELECTRICITY.**

- STAY AWAY FROM INDOOR OR OUTDOOR POOLS, TUBS, SHOWERS AND ALL WATER SOURCES.**

- ALL OF THE ABOVE.**

If you witness someone getting hit by lightning, and the surrounding area is safe, is it OK to give first aid/medical assistance?



YES

NO

If you receive a bomb threat by phone, you should:



- STAY CALM.**
- TALK TO THE CALLER TO OBTAIN AS MUCH INFORMATION AS POSSIBLE. TAKE NOTES, PAY ATTENTION.**
- CALL PUBLIC SAFETY.**
- ALL OF THE ABOVE.**

When dealing with an angry or confrontational individual, what is the one MAIN thing you should not do?



- ❑ **CORNER OR CROWD THE INDIVIDUAL.**
- ❑ **LISTEN RESPECTFULLY.**
- ❑ **DO NOT ATTEMPT TO TOUCH THE PERSON.**

If a shooter is outside of your building you should:



- ❑ **GO TO A ROOM THAT CAN BE LOCKED, SECURE THE DOORS AND WINDOWS, AND TURN OFF THE LIGHTS.**
- ❑ **GO OUTSIDE AND RUN TO ESCAPE THE SHOOTER.**
- ❑ **TURN ON THE LIGHTS AND LOOK OUT THE WINDOW TO SEE IF YOU CAN FIND THE SHOOTER.**

If a shooter is inside your building, you should?



- DO NOT SCREAM FOR HELP.**
- ATTEMPT TO NEGOTIATE WITH THE SHOOTER.**
- CALL 911, IF YOU CANNOT TALK LEAVE THE LINE OPEN..DO NOT HANG UP.**
- ALL OF THE ABOVE.**

Thank You For Your
Participation.