

ACTIVE SHOOTER

Shootings and other violent acts are unpredictable, and your immediate response depends on the situation you face. The following guidelines are based on the best practices established by law enforcement experts.

- A. If it is possible to do so safely, exit the building immediately when you become aware of an incident, moving away from the immediate path of danger, and take the following steps:
 1. Notify anyone you may encounter to exit the building immediately.
 2. Evacuate to a safe area away from danger and take protective cover. Stay there until assistance arrives.
 3. Call 911 and provide the dispatcher with the following information:
 - a. Your name
 - b. Location of the incident (be as specific as possible)
 - c. Number of shooters/assailants, if known
 - d. Identification or description of shooter(s)/assailant(s) (race, gender, clothing description, physical features, type of weapon, etc.)
 - e. Your exact location
 - f. Injuries to anyone, if known
- B. If you are directly involved in an incident and exiting the building is not possible, take the following actions:
 1. Go to the nearest room or office.
 2. Close and lock the door. Barricade door if possible.
 3. Turn off lights, radios and computer monitors.
 4. Seek protective cover (behind concrete walls, filing cabinets, thick desks, etc.), away from windows and doors.
 5. Keep quiet and act as if no one is in the room. Silence cell phones.
 6. Do not answer the door.
 7. Notify Public Safety if it is safe to do so, providing the dispatcher with the following information:
 - a. Your name

- b. Your location
 - c. Number of shooters/assailants, if known
 - d. Identification or description of shooter(s)/assailant(s) (race, gender, clothing description, physical features, type of weapon, etc.)
 - e. Injuries to anyone, if known
- 8. If you are unable to call Public Safety and you have a silent alarm in your area, activate the alarm.
 - 9. Wait for Public Safety or local police to assist you out of the building.
- C. Local law enforcement agencies are trained and equipped to respond to an emergency incident of this nature. During the initial phase of the incident, Public Safety will respond and evaluate the situation to determine the best course of action for safety of the Hinds Community College community. Once the local police respond to campus, they will be responsible for all tactical operations.



Hinds Community College Response Checklist - Active Shooter Incident -



Secure immediate area:

- Lock and barricade doors
- Turn off lights
- Close blinds
- Block windows
- Turn off radios and office equipment
- Keep occupants calm, quiet and out of sight
- Keep yourself out of sight and take adequate cover/protection, i.e. concrete walls, thick desks, filing cabinets (cover may protect you from bullets)
- Silence cell phones
- Place signs in exterior windows to identify the location of injured persons

Un-Securing an area:

- Consider risks before un-securing rooms
- Remember, the shooter will not stop until they are engaged by an outside force
- Attempts to rescue people should only be attempted if it can be accomplished without further endangering the persons inside a secured area
- Consider the safety of masses-vs-the safety of a few
- If doubt exists for the safety of the individuals inside the room, the area should remain secured

Contacting Authorities:

- Use Emergency 9-911
- Be aware that the 911 system will likely be overwhelmed.

What to Report:

- Your specific location – building name and office/room number
- Number of people at your specific location
- Injuries – number injured, types of injuries
- Assailant(s) – location, number of suspects, race/gender, clothing description, physical features, type of weapons (long gun or hand gun), backpack, shooters identity if known, separate explosions from gunfire, etc.

Police Response:

- Objective is to immediately engage assailant(s)
- Evacuate victims
- Facilitate follow up medical care, interviews, counseling
- Investigation