

## **ACTIVE SHOOTER / HOSTILE INTRUDER**

Current events at U.S. schools have made us all increasingly aware that the improbable occurrence of an active shooter event can happen anywhere, at any time. BW has actively planned for many types of emergencies, including a campus response to an active shooter. Below are some of the actions that BW, the Berea Police Department, and the Southwest Enforcement Bureau will take in response to a report of an active shooter:

1. **The Berea Police:** The Berea Police Department is the police department that serves and protects BW here in the City of Berea. Their police station is located in the Berea Commons, just southeast of BW's Conservatory and The Berea Townhouse Apartments. Their armed police officers could arrive on campus within a couple of minutes of receiving a 911 call and these officers are trained to make entry into a facility with a minimal number of officers and confront an active shooter.
  
2. **The Southwest Enforcement Bureau ("SEB"):** The Southwest Enforcement Bureau is a multi-jurisdictional SWAT team, and serves the southwest Cuyahoga county area. SEB is made up of approximately 40 police officers from 18 surrounding suburbs (including Berea, Middleburg Heights, Olmsted Falls and Strongsville), and includes tactical members, bomb technicians, hostage negotiators, snipers and medics. SEB is equipped with a bomb truck with explosive container, an armored vehicle which can be used to deliver a team or rescue victims, and a new \$300,000 command post. They are trained in responding to barricaded subjects, hostage situations, crowd control, and area searches for lost people and children. Some SEB officers could arrive on scene within minutes, depending on if they are on duty at the time of an incident and their proximity to BW's campus.
  
3. **Emergency Communications:** BW has several ways that we will communicate emergency information to the campus community. Some are listed below:
  - a. **Emergency Text Messaging:** BW has contracted with "RAVE Communications" to have the capability to send an emergency text message to any and all cellphones that have been registered by faculty, staff and students with BW's Telecommunications Department. Several BW departments have the ability to send an emergency message at any time, including The Office of the President, University Relations, Telecommunications, and the Department of Safety and Security. A brief text message will be sent during an on-going event that has a significant risk to the safety of the BW community. An emergency text message would normally include a description of the type of emergency event, the location of the event, and how you should proceed to protect yourself. The message may also contain information regarding locations that you should evacuate to in the event of a campus emergency requiring an evacuation of everyone on campus.
  - b. **Campus Information Television Monitors:** These Monitors can be coordinated with our emergency text messages to display emergency information during a crisis.

- c. **BW Email:** All faculty, staff and student that have a BW email address will be contacted with updates during an active shooter event. Several departments have the ability to send mass-emails to all students, faculty and staff, including the Department of Safety and Security.
  - d. **Classroom Phones:** Each classroom has an phone from which students and professors can dial 911 and BW Safety and Security. BW recommends that you use these phones if you have an emergency in your classroom area. These phones send an exact location to our BWS&S Dispatcher's computer so that officers will know your location.
  - e. **Dial 911 from your cell phone:** Cell phone calls are routed through Cuyahoga Emergency Communications System (CECOMS). Once you tell the dispatcher your location, you will be forwarded to the local police department dispatch.
4. **Card Access Control:** Safety and Security has the ability to control any of the card access doors on BW's campus. Doors can be immediately unlocked, secured (allowing for access with BW I.D. if the privilege was granted), and locked-out (no access by anyone regardless of access privileges). BW has been adding new card access equipment to existing facilities each year, and all new facilities are equipped with card access doors.

### **Personal Response to an Active Shooter**

Note: The excerpt below was taken from the U.S. Department of Homeland Security's "Active Shooter – How to Respond" booklet. Here is a link to the complete booklet on the U.S.D.H.S web page: [http://www.dhs.gov/xlibrary/assets/active\\_shooter\\_booklet.pdf](http://www.dhs.gov/xlibrary/assets/active_shooter_booklet.pdf)

Good practices for coping with an active shooter situation

- Be aware of your environment and any possible dangers
- Take note of the two nearest exits in any facility you visit
- If you are in an office, stay there and secure the door
- If you are in a hallway, get into a room and secure the door
- As a last resort, attempt to take the active shooter down. When the shooter is at close range and you cannot flee, your chance of survival is much greater if you try to incapacitate him/her.
- Call 911 when it is safe to do so!

### **HOW TO RESPOND WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY**

Quickly determine the most reasonable way to protect your own life. Remember that customers and clients are likely to follow the lead of employees and managers during an active shooter situation.

#### **1. Evacuate**

If there is an accessible escape path, attempt to evacuate the premises. Be sure to:

- Have an escape route and plan in mind
- Evacuate regardless of whether others agree to follow

- Leave your belongings behind
- Help others escape, if possible
- Prevent individuals from entering an area where the active shooter may be
- Keep your hands visible
- Follow the instructions of any police officers
- Do not attempt to move wounded people
- Call 911 when you are safe

## 2. Hide out

If evacuation is not possible, find a place to hide where the active shooter is less likely to find you.

Your hiding place should:

- Be out of the active shooter's view
- Provide protection if shots are fired in your direction (i.e., an office with a closed and locked door)
- Not trap you or restrict your options for movement

To prevent an active shooter from entering your hiding place:

- Lock the door
- Blockade the door with heavy furniture

If the active shooter is nearby:

- Lock the door
- Silence your cell phone and/or pager
- Turn off any source of noise (i.e., radios, televisions)
- Hide behind large items (i.e., cabinets, desks)
- Remain quiet

If evacuation and hiding out are not possible:

- Remain calm
- Dial 911, if possible, to alert police to the active shooter's location
- If you cannot speak, leave the line open and allow the dispatcher to listen

## 3. Take action against the active shooter

As a last resort, and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter by:

- Acting as aggressively as possible against him/her
- Throwing items and improvising weapons
- Yelling
- Committing to your actions