

A Law Enforcement Guide to Campus Safety Terminology

Law enforcement agencies and their college and university partners should work together and agree on common terminology that will be used in any type of all-hazards, school-based incidents. Some common campus safety terms include:

Shelter-in-place ♦ Lockdown ♦ Evacuation ♦ Reunion Site

Shelter-in-place

A shelter-in-place procedure may be implemented when a situation occurs that may be a hazard to health or is life-threatening. It can be used when it is safer to keep the students inside the building rather than expose them to possible harm by allowing them to leave. Tornado warnings, wildfires or hurricanes may all trigger a shelter in place, securing the students while keeping the buildings open for entry only. Once a shelter-in-place is called, the building should remain in that condition until the "All Clear" is given.

A shelter-in-place can be called in the following situations:

- to contain buildings while still allowing others to seek shelter from potential hazards
- to control and manage students and staff
- to reduce potential victimization

Lockdown

Like the shelter-in-place procedure, lockdown may also be implemented when a situation occurs that may be a hazard to health or is life-threatening. It is intended to limit access and hazards by controlling and managing staff and students in order to increase safety and reduce possible victimization. In a lockdown, the building will have restricted access until the "All Clear" is given, or until individuals are directed by emergency personnel or staff. A lockdown may be called by university officials, law enforcement agencies, or other emergency responders.

A lockdown may be called for a variety of reasons including: weapons, intruders, police activity in or around the school, contamination or hazardous materials, or terrorist events.

Evacuation

There are two primary types of evacuations utilized by colleges and universities. In a typical **on-site evacuation**, students move to areas on campus away from the hazard. During an on-site evacuation, students and staff are removed from campus buildings to a safe location on the premises or on nearby property. The most common on-site evacuation is a fire drill where students are directed to leave the building and assemble at safe locations on or nearby the campus. On-site evacuation locations are within walking distance, and are usually on campus.

The second type is an **off-site evacuation**, where staff and students must be transported to another location for their safety. In an off-site evacuation, students are removed from the school facilities to a remote safe location (such as a primary evacuation site), or directly to the reunion site. An off-site evacuation usually requires transportation.

Reunion Site

A Reunion Site is a specific location (designed in advance) where students can safely re-assemble. Reunion sites should be located in an appropriately-sized facility (for example, civic centers, large churches, fairgrounds) with easy access to transportation and with plenty of parking for buses, emergency equipment and support vehicles. If possible, reunion sites should be facilities where students and staff can be secured and where both pedestrian and vehicle access can be controlled and monitored.



*For more information on campus safety,
visit **UNIVERSITY CRIME WATCH** at
www.universitycrimewatch.org*

