

Lockdown Checklist

Law Enforcement Checklist

- Provide quick intervention utilizing Active Shooter measures if necessary
- Secure the scene and students
- Mobilize officers to secure the campus perimeter and provide access control at Command Center
- Order necessary support from fire and EMS

Residence Hall Checklist

- Call 911
- Order Lockdown (by PA, computer, etc.)
- Notify Administration
- Provide information on the suspect(s), location, injured, etc. to police dispatcher and officers when they arrive.
- Stay calm and in control

Administration Checklist

- Keep lines of communication open to police, students and staff
- Notify entire campus of emergency and of their roles
- Order lockdown of entire campus
- Send representative to command post
- Dispatch administration to appropriate sites (dorms, hospitals, etc.)
- Send PIO to briefing site

Lockdown...

is intended to limit access and hazards by controlling and managing staff and students in order to increase safety and reduce possible victimization.

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Lockdown Basics

- REMAIN CALM
- If safe, check halls and clear them of students and staff
- Lock all doors and barricade with furniture if necessary
- Lock windows and close blinds
- Do not unlock doors or allow anyone in or out until ordered to do so by proper authorities

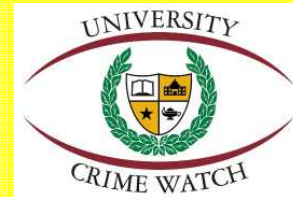
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