

# SCU BRONCO ALERT

In the event of an emergency, if you are instructed to:

## SHELTER IN PLACE

You may be advised to "shelter in place" rather than evacuate your building during emergency situations such as large hazardous material releases or severe weather emergencies. The recommendation to shelter in place will be conveyed through SCU Bronco Alert or other official University communication modes.

- Stay inside the building or go indoors as quickly as possible if you are working outside
- Close windows to provide tighter seal against chemicals vapors, smoke and/or fumes
- Locate supplies you may need such as food, water, radio, or flashlights if you have them
- In the event of a hazardous material release, turn off fans, air conditioning or ventilation systems, if you have control of these systems
- Monitor SCU Bronco Alert for additional incident information, and for further instructions

## LOCKDOWN

A lockdown may be instructed during situations such as the presence of an active threat inside a building. A lockdown requires locking doors, windows, and barricading oneself (and others), blocking entry to a campus building, a classroom, or to an office or office suite.

- Lock or barricade class and office doors
- Close any windows and window shades
- Turn off all lights
- Instruct everyone to remain silent and not to go into hallways
- Crouch down in areas that are out of sight from doors and windows to conceal yourself as much as possible
- If you are in hallways during the emergency, seek shelter immediately in the nearest classroom or office suite
- If you are in outdoor areas, you should immediately take cover
- Monitor SCU Bronco Alert for additional incident information, and for further instructions, or an "all clear" signal from Police of Campus Safety Services