Hostile Intruder Response

When a hostile person is actively causing or threatening death or serious bodily injury, the Department of Public Safety recommends that building occupants implement the following procedures.

NOTE: The University will communicate with community members by the SHU website, PirateAlert Messaging System and audible alarm (outdoor siren). At the Law School, announcement/s will be communicated via the SHLS Website, PirateAlert Messaging System and the in-house intercom.

- Make sure your cell phone is on and in vibrate mode only.
- Computers should be logged on to the SHU home page with the volume turned off.

Remain in the classroom or office and immediately lock doors to the hallway. If possible cover any windows or openings that have a direct line of sight into the hallway.

- If communication is available, telephone 911.
- Do not sound the fire alarm. A fire alarm would place occupants in potential harm as they attempt to leave the building.
- Lock the windows and close blinds or curtains.
- Stay away from the windows.
- Turn off lights and all audio equipment.
- Try to remain as calm as possible.
- Keep everyone together.
- Keep classrooms secure until police arrive and give directions.
- If not in a classroom, try to get to a classroom or an office.
- Stay out of open areas and be as quiet as possible.
If caught in an open area such as a hallway or lounge, you must decide upon a course of action. Options include:

**Hiding**  
Make sure any hiding place is secure and not obvious.

**Running**  
If you think you can safely make it out of the building by running, then do so. If you decide to run, do not run in a straight line. Attempt to keep objects such as, desks, cabinets, fixtures, etc. between you and the hostile person. Once outside, do not run in a straight line. Use trees, vehicles and other objects to block you from the view of the intruder. When away from the immediate area of danger, summon help in any way you can and warn others.

**Deception**  
If the person is causing death or serious physical injury to others and you are unable to run or hide you may choose to play dead if other victims are in the immediate vicinity.

**Fighting**  
Your last option if you are caught in an open area in a building may be to fight back. This is dangerous, but depending on your situation, this could be your only option.

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**PANIC ALARM (LAW SCHOOL)**

There are four locations where the Panic Alarm is situated. This alarm is to be activated **only** when a **WEAPON** is displayed in a threatening manner by an individual. Contact the Central Security Desk at X. 8725 or 8130 if this situation arises.
If activated, the fire panel will detail the exact location where this alarm was tripped.

If the Panic Alarm was determined to be activated in error, immediately do the following:

PRESS THE PANIC ALARM CLEAR BUTTON

This button is located on the right side of the SPEAKER section (highlighted in PINK).

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