Active Shooter Response

If you are in the immediate vicinity of an active shooter, quickly determine the best way to protect your own life: Evacuate, Hide Out, or Take Action Against the Attacker.

- **Evacuate:**
  - Take note of the two nearest exits in any facility you visit.
  - If there is an accessible escape path, attempt to evacuate the premises regardless of whether others agree to follow.
  - Leave your belongings behind.
  - Alert others to prevent them from entering an area where the active shooter is present.
  - Keep your hands visible and follow the directions of any police officers you encounter.
  - Call 911 only when it is safe to do so and provide the following information to the 911 Operator:
    - Location and number of shooters (if more than one);
    - Physical description of shooter(s);
    - Number and type of weapons used; and
    - Approximate number of potential victims.

- **Hide Out:**
  - If evacuation is not possible, find a place to hide where the shooter is less likely to find you.
  - Your hiding place should be out of the shooter’s view and provide protection from shots that ricochet or are fired in your direction.
  - Your hiding place should not trap you or restrict your options for movement.
  - To prevent an active shooter from entering your hiding place, lock the door or blockade it with heavy furniture.
  - Silence your cell phone and remain quiet.

- **Take Action Against the Attacker:**
  - *As a last resort and only when your life is in imminent danger*, you may attempt to disrupt and/or incapacitate the shooter by acting aggressively against him/her (i.e., throwing items, improvising weapons, etc.).
  - Be aware that if you decide to take action against the shooter, you must be fully committed to your actions.

If evacuation and hiding out are not possible: Remain calm and Dial 911 (if possible) to alert police to the shooter’s location. If you cannot speak, leave the line open to allow the dispatcher to listen.

- **How to React When Law Enforcement Arrives:**
  - Remain calm and follow the officers’ instructions. Be aware, to control the situation officers may have to shout commands, use pepper spray or tear gas, or push individuals to the ground for their own safety.
  - Immediately drop any items in your hands (i.e., bags, jackets, cell phones), raise hands and spread your fingers. Keep hands visible at all times.
  - Avoid making quick movements toward officers such as attempting to hold on to them for safety.
  - Avoid pointing, screaming or yelling.
  - Don’t stop to ask officers for help or direction when evacuating, remember, their priority is to secure the area. Just proceed in the direction from which officers are entering the premises.