

# CAMPUS VIOLENCE PREVENTION

PREPARE.  
MITIGATE.  
RESPOND.

## ACTIVE SHOOTER / HOSTILE EVENT GUIDELINES

Active Shooter events are often over within a matter of minutes, before police can arrive on the scene. If you are in the immediate vicinity of an active shooter, quickly determine the most reasonable way to protect your own life.

### **If you choose to run**

- Have an escape route and plan in mind
- Leave your belongings behind
- Evacuate regardless of whether others agree to follow
- Prevent others from entering an area where the active shooter may be
- Keep your hands visible

### **If you choose to hide/shelter in place**

- Hide in an area out of the shooter's view
- Lock the door or block entry to your hiding place
- Silence your cell phone and remain quiet

### **Fight as a last resort and only when your life is in imminent danger**

- Attempt to incapacitate the shooter
- Act with as much physical aggression as possible
- Improvise weapons or throw items at the active shooter
- Commit to your actions...your life depends on it

## LOCKDOWNS

A lockdown is implemented when there is an active threat of violence on campus. During a lockdown, secure your space, minimize noise, and remain secured in place until law enforcement or a Caltech Alert advises that the situation has been resolved.

It is important to recognize that every emergency situation will be unique. Always use your own judgment and follow directions provided by emergency personnel, (e.g. the Pasadena Police Department and Campus Security) at the time of an incident.

## **CAMPUS RESOURCES**

### **MENTAL HEALTH**

For concerns about staff, faculty, or post docs contact the Staff & Faculty Consultation Center (SFCC) at ext. 8360 or Campus Security extension 5000

For concerns about a student, or to assist a student in crisis, contact the Student Counseling Center at extension 8331 or Campus Security extension 5000

CARE team referrals:  
[www.caltechcares.caltech.edu](http://www.caltechcares.caltech.edu)

### **EMPLOYEE RELATIONS**

Extension 5930  
Violence Prevention Policy  
<http://hr.caltech.edu/services/policies>

### **EMERG. PREPAREDNESS**

Extension 6727  
[emergencypreparedness.caltech.edu](http://emergencypreparedness.caltech.edu)  
[emergencypreparedness@caltech.edu](mailto:emergencypreparedness@caltech.edu)

**If there is violence or the threat of violence, call Security at 626 395 5000 immediately**

# INDIVIDUAL EMERGENCY ACTION PLAN

The TWO EXITS closest to my work area are:

1) \_\_\_\_\_

2) \_\_\_\_\_

My Building's Emergency Assembly Area is:

\_\_\_\_\_

My HIDING and/or SHELTER IN PLACE location(s) are:

\_\_\_\_\_

\_\_\_\_\_

Things I could use to SECURE my space and things I would use from my work area to PROTECT myself are:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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