

# **Active Shooter**

## **Introduction**

“Active Shooter” is a term used to describe a situation that could well be your worst nightmare come true. It is a person, or persons, whose intentions are nothing less than to harm or kill as many people as can be before either killing themselves or being killed. Methods employed to accomplish this can be knives, guns, explosives, bio-hazards or other forms of deadly weapons and dangerous instruments. The shooter(s) could have a specific plan, or could be acting completely random. Regardless, the situation will be dynamic, evolve rapidly and will call for strategic reaction. This document is intended to provide guidance to faculty, staff and students who may be caught in such a situation, and describes what to expect from responding police officers. You are encouraged to continue to read this. Your life may well depend on it.

## **Planning Ahead**

We must recognize there simply is no manner to completely prepare for every bad situation that could occur. Start planning by thinking in terms of “target hardening”, which means trying to be less vulnerable. This is a mind-set we all should work on. Which way does your door swing when you open it, in or out? What type of lock does it have, one that can be locked from the inside or not? If there are windows, do you have anything inside you could cover it with and limit the view to your area? Can you break an outside window to escape? Which direction do you face when you set at your desk? How far is the outside exit door from where you are? Whenever you walk around, what potential cover exists? Where could you hide if you had to? What am I willing to do to protect myself against armed suspects when I am unarmed?

The decision to hide or run should be dictated by the events you are witnessing. If you hear the commotion and feel it is far enough from you, you may chose to run. If you feel it is too close, you may need to secure in place. If the situation comes to you, there will be harder decisions to make. Remember, shooters are mobile.

## **If You Decide to Run**

1. Leave everything and get out of the building through the closest exit you can.
2. Run like your life depends on it with your hands up and in plain view to distinguish yourself to police officers who might be present.
3. Don't run in a straight line until you get far enough away.
4. If you hear verbal commands you are certain come from police officers, do what they say without exception.
5. Once safe and if no police are there yet, try to contact authorities to make sure the incident has been reported.
6. Offer as much information as you might have; your name, describe the suspect if you know, the type of weapon being used, where you think the suspect was last, numbers of casualties and where they are.
7. Be prepared to complete statements for the police.

## **If You Secure In Place**

1. Try to control your emotions and think clearly.
2. Do not scream. It tells suspects where you are.
3. Quickly and quietly clear everyone you can from the hallways.
4. Close and lock your door if you can.
5. If time allows, cover your windows.
6. Turn off lights, computers and monitors, anything that makes the room look occupied, and hide.
7. Silence cell phones.

8. Call the police if you can without alerting the suspect to your location.
9. If you cannot speak, try to open a 9-1-1 phone line anyway. This will give the police a location and they will surmise there is a problem and send an officer anyway.
10. If you use a CCC phone, press the pink hi-lighted speed dial button for 9-9-1-1. If you use a cell phone, call 9-1-1.
11. If you can speak and when there is an answer, say; "This is (state your name) at Coconino Community College (give specific location or campus), we have an active shooter on campus, gunshots fired." (Don't be surprised if the 9-1-1 system is overwhelmed and keep trying if you can within safety.)
12. If you were able to see the offender(s), give a description of the individual's sex, race, and clothing, type of weapon, and location or direction of travel.
13. If the door cannot be locked from the inside, begin stacking and interlocking all available tables and chairs in the doorway to create an obstacle.
14. If windows are present, cover them as best you can.
15. Have anyone with you get down on the floor, against a wall out of view from the window, and shelter in place.
16. Remain silent.
17. If you are in the open and unable to find a room to lockdown in, run away from the sounds of the gunshots and get out any way possible.
18. If you secure in place, wait for any guidance from uniformed police officers.
19. Place signs in exterior windows to identify the location of injured persons.

## **Police Response**

1. Remember, the first objective of police is to immediately engage assailant(s) and stop them.
2. Next they will initiate evacuations.
3. Victims will be identified and arrangements will be made for medical treatment and transportation.
4. Then they will start preserving the scene and prepare for a lengthy investigation.

## **Closing**

None of us would like to think this could ever happen. There are a number of people who still feel nothing will happen. Harsh reality says it can. Another harsh reality is it already has, maybe just not here. We should try to be as prepared as we can to survive.