



SAFETY DRILL



SHELTER-IN-PLACE – ACTIVE SHOOTER

The following section describes what to expect the day of the drill and the action steps to take once it begins.

Date and Time Thursday, March 14, 2019 - 10:00 am - 10:15 am

Overview of Drill At 10:00 am an RCCALERT Emergency Notification Message will go out. It will state: "RCC ALERT THIS IS A DRILL – GUNMAN OBSERVED - RUN, HIDE, FIGHT – THIS IS A DRILL"

When the drill begins at 10:00 am please to go over this document with any people that end up in your area. Faculty are expected to review it with their Students, Directors and Managers with their staff. Discuss the scenario on the next page with people in your area, please take 5 minutes to discuss or attempt to BARRICADE or LOCK your classroom or office doors during the drill. On the Public Safety website (within myrcc) there is additional information regarding active shooter, locking and barricading doors (click or cut and paste).

<https://myrcc.sunyrockland.edu/web/public-safety/active-shooter>

Drill Scenarios

Main Campus Suffern Drill

An armed person has shot two people in the parking lot and has entered the AC II. Gunshots could be heard across campus.

Haverstraw Campus – Drill

An armed person has shot two people in the parking lot across the street and is walking towards the front door the building.

Orangeburg Campus – Drill

An armed person has shot two people in the parking lot and is walking towards the front door of the building.

Nyack Campus – Drill

An armed person has shot two people in the parking lot and is walking towards the building.



Active Shooter(s) Procedures

When a hostile person(s) is actively causing death or serious bodily injury or the threat of imminent death or serious bodily injury to person(s) within a building on the Campus of SUNY Rockland, we recommend the following procedures be implemented.

1. **RUN** - 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(s). Once outside, do not run in a straight line. Use trees, vehicles and other objects to block you from the view of the intruders. When away from the immediate area of danger, summon help any way you can, and warn others
2. **HIDE** - You can try to hide, but make sure it is a well-hidden space or you may be found as the intruder moves through the building.
3. **FIGHT** – Your last option if you are caught in an open area or classroom may be to fight back. This is dangerous, but depending on the situation, this could be your only option. Use whatever is available to you in the immediate area and commit to incapacitate the intruder.
4. If the person(s) are 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 around you.
 - If possible, faculty and office personnel should immediately lock or barricade the students, employees and themselves in the classroom or offices and cover the windows or openings that have a direct line of sight into the hallway.
 - Silence cell phones.
 - If possible, 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 your classroom/office secure until Public Safety/Police arrive and give you directions.
 - If you are 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 for some reason you are caught in an open area such as a hallway or lounge, you must decide what you are going to do. This is a very crucial time and it can possibly mean life or death.
 - Do not sound the fire alarm. A fire alarm would signal the occupants to evacuate the building and thus place them in potential harm as they attempted to exit.

Once Public Safety or the Police arrive, obey all commands. This may involve you being handcuffed, or keeping your hands in the air. This is done for safety reasons and once circumstances are evaluated, they will give you further directions to follow.

Additional Resources

IMPORTANT THINGS TO REMEMBER

- When the Alert is sounded please encourage anyone in hallways, lounge areas and open areas to Shelter in Place in your area.
- Please do not release anyone until you hear/receive the ALL CLEAR at approximately 11:45am.
- Please understand that this is a simulated drill. The college and the Police cannot fully implement all established protocols which would essentially end the school day.
- All faculty are encouraged to obtain keys for their classrooms.