

CLASSROOM EMERGENCY PROCEDURES

FOR ANY EMERGENCY CALL 911



SECURE-IN-PLACE

(police related activity/active shooter)



WHEN NOTIFIED BY:

zotALERT

Emergency personnel
Zone Crew members

NOTIFY class of "Secure-In-Place" order

LOCK or barricade doors

TURN OFF lights and close blinds

SILENCE cell phones

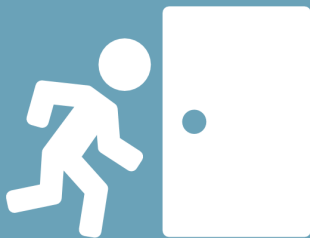
MOVE away from doors and windows

USE furniture to provide added protection and barricades

FOLLOW INSTRUCTIONS given by emergency personnel

DO NOT leave until directed to do so

EVACUATION



EVACUATE WHEN:

There is a fire

Fire alarm activates

Notified by emergency personnel

NOTIFY class of evacuation and assembly area

KEEP calm

WALK quickly to the nearest exit

DO NOT use elevators

ASSIST persons with disabilities, access or functional needs

MOVE to your designated assembly area

KEEP streets and walkways clear for emergency personnel

FOLLOW INSTRUCTIONS given by emergency personnel

DO NOT return to the building until directed to do so

For information on Shelter-In-Place (Hazmat) and other types of emergencies,
see Emergency Procedures Flip Chart : http://police.uci.edu/em/UCI_EmerProc.pdf

For the location of your classroom's assembly area, visit: <https://www.ehs.uci.edu/em/zonemap.html>

**CONTACT THE EMERGENCY SERVICES MANAGER AT 949 - 824 - 7147
WITH QUESTIONS OR TO SCHEDULE TRAINING**