

The C of I EMERGENCY INFORMATION & PROCEDURES

ON-CAMPUS CALL **9-911** AND CAMPUS SAFETY AT **5151**; OFF-CAMPUS CALL **911** and **208-459-5151**

ALARMS/SIRENS

- If a **fire alarm bell** is sounded then **evacuation** is necessary and you should:
 - immediately evacuate the building via established evacuation routes and procedures for that specific building
 - alert others along the way
 - once outside, maintain a safe distance away from the building and fire-fighting equipment
 - do not return to the evacuated building until instructed by a college official or emergency personnel
- If a **campus-wide siren** is sounded, then a **lockdown** is necessary and you should:
 - stay calm
 - if outside, flee the area and find a safe area away from any danger and take cover
 - if inside, flee the area if safe to do so, otherwise secure yourself in a room or office and silence your cell phone, but **DO NOT** turn it off do not leave your secure location until assistance arrives

NOTE: THIS IS THE ONLY SCENARIO IN WHICH THE SIREN WILL BE SOUNDED.

BOMB THREAT

- Remain calm
- If you observe a suspicious device:
 - do not touch or move it
 - evacuate the area immediately and notify others along the way
 - **DO NOT ACTIVATE THE FIRE ALARM**
 - call 911 and campus safety at 208-459-5151
- If notified of a bomb via phone:
 - keep the person on the line as long as possible
 - try to determine where, how, when, why the bomb was placed
 - note gender, speech pattern, accent, background noise, etc.
 - when call ends, call 911 and campus safety at 208-459-5151
- If notified of a bomb via letter:
 - stop handling the letter as soon as possible
 - save all materials, envelope, container, etc..call 911 and campus safety at 208-459-5151

LIFE THREATENING BEHAVIORS

- Stay calm- Breath deep
- Follow the **RUN, HIDE, FIGHT** protocol
- If you are able to do so safely, exit the building away from the danger and take cover
- If you are in the same building as the aggressor, secure yourself out of sight in a room or office, silence your phone, but **DO NOT** turn it off, immediately call 911 and campus safety at 208-459-5151, and stay in your secure location until released
- If approached by the aggressor, and you fear for your life—**FIGHT!** Use anything available! Fight for your life!

NATURAL DISASTERS

- During an earthquake:
 - if inside, crawl under sturdy furniture or doorway and evacuate the building after the shaking has stopped.
 - if outside, stay in the open and keep away from buildings, trees and electrical wires
 - proceed to a safe location
 - await further instruction via cell phone, email, college webpage or direct communication from college officials
- During any other natural disaster:
 - remain in or proceed to a safe location await further instruction via cell phone, email, college webpage or direct communication from college officials