

JCCC EMERGENCY RESPONSE PLAN

Remember to take a **D**etailed JCCC **D**etailed **T**rip
From a campus phone, dial 4111, or call 913-469-2500 (direct line), and a local emergency service.
It's a matter of life or death.

Emergency Information

Evacuate the building using the nearest exit or alternate exit if nearest exit is blocked.

Do not use elevators!

Take all personal belongings (keys, purse, wallet, etc.) if time allows.

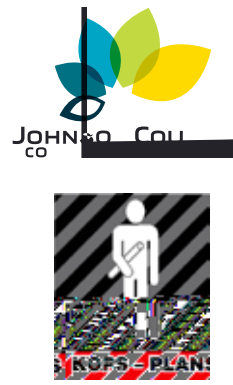
Secure any hazardous materials or equipment before leaving.

Follow directions given by Building Emergency Team member.

Report immediately to the Building Emergency Assembly Area outside the building.

If you need assistance, available procedures are available in the Access Service

for individuals with disabilities, or in the directory.



Fire

Activate the nearest pull alarm and immediately notify JCCC Campus Police at ext. 4111 or call 911.

Whenever the fire alarm and/or sprinkler system are activated, promptly and calmly evacuate using the nearest exit and report to the designated emergency assembly area. Do not use elevators.

Take necessary personal items (coat, purse, keys, etc.) if time allows, but do not be allowed to return to the building.

Be aware of others in your area (or those who are responsible for) and inform them of evacuation.

Follow directions given by emergency building personnel.

Remain in the emergency assembly area until released by JCCC Campus Police or the O'Leary Park Fire Department.

Car

No matter where you are, be familiar with your surroundings and know your escape routes. Do not be an easy target.

When faced with a violent intruder, increase your chance of survival by remembering the ALICE operation. Never give up!

Alert, listen for or receive specific, real-time information and notify Campus Police at ext. 4111 or call 911.

Lock doors or helix in place by locking doors and barricading entrance points. Get low to the floor, spread out and remain off lights.

Inform, listen for or give real-time updates by any communication means possible.

Converge the attacker's area or bomb threat, noise, distraction and SWARM.

Evacuate, get out and provide assistance between doors and the intruder. Do not go to your car, evacuate on foot. Seek assistance at all points, alert your college information.

Water

Shelter in place under each condition.

Shelter in place from inside and exterior doors.

In the event of a tornado warning, external warnings will be activated followed by public address system announcements alerting of the need to take immediate shelter.

Promptly move to a designated storm shelter area.

Remain in the storm shelter area until a warning expiration message is issued via the public address system.

If the facility is damaged, evacuate the area after the storm passes (following directions of emergency building personnel) and clear of the damaged area. Be aware of fallen debris, downed power lines and gas leaks.

Report an injury by calling ext. 4111 or call 911.

Medical

Whenever an individual is injured or becomes ill, you need to respond promptly and properly to ensure the individual receives the appropriate medical attention.

If the injury/illness is serious or life threatening, immediately contact JCCC Campus Police at ext. 4111 or if you are at an off-campus location dial 911.

Do not move the person unless it is necessary for safety reasons.

Proceed with care from unnecessary manipulation and disturbance.

Begin CPR and other first aid measures as appropriate.

Seek help for person in advanced medical assistance arrive.

