

### *Fire-Emergency*

- Activate the nearest fire pull alarm and immediately notify JCCC Campus Police at ext. 4111 or call 911.
- Whenever the fire alarms and/or sprinkler systems 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 (coats, purses, keys, etc.) with you, as you may not be allowed to return to the building.
- Be aware of others in your area (or those you are responsible for) and inform them to evacuate as well.
- Follow directions given by emergency building personnel.
- Remain in the emergency assembly area until released by JCCC Campus Police or the Overland Park Fire Department.

### *Campus Violence*