# **EMERGENCY PROCEDURES**

When emergencies arise, contact LBPD City College Section and listen for Instructions



# **Medical Emergency**

- Avoid hazards and bodily fluids
- Call or text 911
- Do NOT move victim unless necessary
- If trained, render First Aid



#### **Severe Weather**

- Take shelter in designated areas OR any accessible space away from windows, doors and outside walls
- Do NOT use elevator
- Do NOT go outside

**EMERGENCIES** CALL or TEXT





- Activate fire alarm
- Close, but do NOT lock doors, take personal belongings
- Evacuate and go to designated assembly location
- Call or text 911



Police Dispatch:

(562)435-6711



X 4910

from a campus phone

Safety Escorts are available by calling the Police Dispatch number above



#### **Evacuation**

- Move immediately to nearest exit
- Close but do NOT lock doors, take personal belongings
- Go to designated assembly location
- Wait for official "all clear" before reentering



#### **Shelter In Place**

- Stay inside the building or go indoors
- Close windows and doors, tape around frames if necessary
- Locate any supplies, food, water, radio, or flashlights, etc.
- In the event of a hazardous material release, turn off fans, air conditioning or ventilation systems, if able
- Monitor official College emergency notification systems for information for further instructions, or an "all clear" signal



# **Earthquake**

- Keep Calm Do not panic
- **DROP** to the ground (before the earthquake drops you!)
- Take **COVER** by getting under a sturdy desk or table
- **HOLD on** until shaking stops
- After shaking, evacuate if necessary
- Call or Text 911

**This** Location



# **Active Shooter**

- **RUN**: If safe, get as far away as possible.
- **HIDE:** Turn off lights, close blinds, lock and/or barricade doors, remain quiet
- FIGHT: Quietly commit to a plan of action
- Call or text 911 when safe to do so
- Monitor official College emergency notification systems for information for further instructions, or an "all clear" signal



### **Lock Down**

- Lock and/or barricade classroom and office doors
- Close windows and window treatments
- Turn out the lights, silence and dim cellphones
- Remain silent and do not to go into hallways
- Hide out of sight from doors and windows
- Monitor official College emergency notification systems for information for further instructions, or an "all clear" signal

