

## THESE ACTIONS MAY SAVE YOUR LIFE OR THE LIVES OF OTHERS

An active shooter / attacker is an individual actively engaged in killing or attempting to kill people in a confined and populated area. In most cases, active shooters / attackers use a firearm and choose their victims at random.

Active shooter / attacker situations change quickly and unfold rapidly. To stop a shooter and minimize harm, immediate deployment of law enforcement and communications resources is critical.

UNK Police and the university's Emergency Operations Team are trained to respond to active shooter / attacker situations. Campus police also train with other law enforcement agencies on a coordinated response to this type of an incident.

The following outlines guidance to faculty, staff and students who may be caught in an active shooter / attacker situation and describes what to expect from responding police officers and other campus officials.

### **RUN, HIDE, FIGHT**

If you have an active attacker in your vicinity, follow these key steps: RUN, HIDE and FIGHT

#### **RUN**

- Run away to avoid gunfire and get to a safe place. Have an escape route and plan in mind.
- Evacuate regardless of whether others follow.
- Leave your belongings behind.
- Once you are safe and away from danger, call or text 911. Give as many details as possible about what you saw or heard and your current location. Do not assume someone else has called – you may have new information for police.

#### **HIDE**

- If you cannot run, hide.
- Lock and secure doors until help arrives; turn off lights, close blinds.
- Create barriers to prevent or slow down the threat from getting to you.
- Stay out of sight and quiet; Silence your phone.

#### **FIGHT**

- As a last resort, fight for your life. You must be committed to this action.
- Attempt to take out the attacker however you can.
- Be aggressive, create a distraction, yell and scream.
- Do not fight fairly – Throw items and use improvised weapons.
- Disarm the shooter – solicit help. There is strength in numbers.

### **WHAT TO EXPECT FROM RESPONDING POLICE OFFICERS**

Police officers responding to an active attacker are trained to proceed immediately to the area in which shots were last heard. Their immediate focus is to neutralize the threat, stop the shooting as quickly as possible and create a safe environment for medical assistance to be brought in to aid the injured.

Responding officers may be dressed in normal patrol uniforms, or they may be wearing external ballistic vests and other tactical gear. Expect to see different uniforms and officers in civilian clothes because many will be deployed from different departments.

### **LAW ENFORCEMENT OBJECTIVES**

- End the threat.
- Render medical aid.
- Evacuate people safely.
- Investigate.

## COMMUNICATIONS

With the advent of social media and its ability to often push out information faster than university personnel can react, official information from the university must be fast, accurate and honest. Responses flow outward as quickly as possible to stop rumors, minimize misinformation from spreading and restore order and confidence.

Communication to the UNK community and public will be shared on as many communications channels as possible, including the UNK ALERT notification system (text, email, voicemail), social media, news media, press briefings, [www.unk.edu](http://www.unk.edu), digital boards and TVs within

campus buildings, emergency information lines and other personal notifications.

Messages will evolve as the crisis evolves and circumstances change.

## RESPONSIBILITY & CONTROL UNIVERSITY POLICE AND PUBLIC SAFETY

- Respond to and investigate the initial active shooter / attacker event.
- Send first UNK ALERT message to the university community, advising of the situation and asking them to avoid the area.
- Coordinate and work with outside law enforcement agencies in the response and investigative phases.
- Collaborate with UNK's Emergency Operations Team, Communications, administration and staff during incident.
- Emergency responders will have total control of the scene. If the situation dictates, the Incident Command System will be used as directed by the National Incident Management System.
- The university also will assemble its Emergency Operations Team to make university-related decisions.

## UNK COMMUNICATIONS (PUBLIC INFORMATION OFFICER – PIO)

- Lead and manage communications, public relations strategy on all platforms for all audiences.
- Act as chief spokesperson and point of contact for news media.
- Organize and conduct press briefings with

ongoing information about the situation.

- Coordinate talking points with Incident/ Unified Command.
- Identify, contact, relay information to Public Information Officers of all entities affected.
- Provide critical information updates to EOT, administration, university leadership, others internally.

## EMERGENCY OPERATIONS TEAM (EOT)

- Staff the Emergency Operations Center and support all response efforts during and after incident.
- Provide policy and financial guidance.
- Coordinate and support recovery efforts for the university community after the event.
- Identify likely risks that could disrupt critical business process performed at specific locations of operations.
- Assess the impact of disruptive events.
- Develop, with others, business continuity plan.

## CARE TEAM

- Serve as the central point for triaging urgent student needs (mental and physical health, financial and academic).
- Identify, assess and respond to students in crisis.
- Provide support, reassurance and resources.
- Work closely with Student Health and Counseling in identifying students in need of postvention mental health services.

## HUMAN RESOURCES

- Coordinate with Employee Assistance Program to deploy counseling resources and make readily available to employees.
- Assist with implementation of a campus closedown regarding employee leave (if applicable).
- Be prepared to assist with temporary staffing plans.
- Assist in the recognition of employees at risk post incident.

## STUDENT AFFAIRS

- Respond to student needs and facilitate advocacy efforts when appropriate.
- Act as a liaison with concerned family members during and following the emergency.

## FACULTY & STAFF PRIORITIES

In an active shooter / attacker situation, faculty and staff may be requested to assist in the following:

- Make classrooms and other areas safe.
- Notify emergency response personnel as soon as possible and assist them in staging at a safe location.
- Evacuate victims/potential victims away from the incident to a safe area.
- Help, if requested, provide emergency medical care for injured.
- Adhere to all directions given by emergency responders.