

## Emergency Information for Discover/Explore Chicago - Fall 2019

### Emergency Notification Methods:

- Fire alarms are present in all DePaul buildings and include a loud siren and strobe light. Fire alarm activation calls for an immediate evacuation.
- Message boards and speakers in DePaul buildings may also be used to call for an evacuation or other emergency announcement such as severe weather or lock-down. The message boards, located in classrooms, typically display the time and will scroll the emergency message. The speakers will announce the same message.
- The DPU Alert notification system may be utilized to notify via text, email, and voice calls. Be sure students verify their contact information for DPU Alert in Campus Connect. Visit <https://offices.depaul.edu/public-safety/safety/Pages/dpu-alert.aspx> for more information.

### Evacuation Procedures:

Point out all exits from your classroom and the nearest stairwell. In a fire alarm, use interior stairwells if safe to do so (no smoke or fire) and exterior fire escapes as a last resort. Never use an elevator in a fire. Persons with disabilities may need assistance leaving the building during an evacuation. Visit <https://offices.depaul.edu/public-safety/emergency-preparedness/Pages/procedures-for-the-disabled.aspx> for more information.

### Acts of Violence:

If you hear gunfire, shouting, screams, or commotion, react immediately. Please visit <https://offices.depaul.edu/public-safety/emergency-preparedness/respond-to-violence-on-campus/Pages/default.aspx> to view "Shots Fired On Campus" and a short video demonstrating how door barricades are used in classrooms. The following actions are also recommended:

Run from the threat if you have a clear path of escape (When in doubt, barricade/secure your area)

- Know all emergency exits wherever you are
- Prevent others from entering the area where shooter may be
- Call 911 when you are safe

Hide: Barricade or secure your area to delay the attacker if you do not have a clear path of escape

- When in doubt, seek a secure location
- Lock room/office, stay quiet, turn lights off, hide under desk, in closet, cell phone on silent (not just vibrate)
- If room does not lock: barricade door with whatever is available-chairs, tables, desk, etc. Use door barricade device in classrooms (**If possible, demonstrate how to use**).

Fight: as a last resort, attempt to incapacitate the shooter, improvise weapons or throw items. Attack as a team if possible, from multiple angles. Use items such as chairs, fire extinguishers, coffee mugs, etc.

We recommend you first call 9-1-1 in an active shooter situation. Then call Public Safety at the Loop Campus (312-362-8400) or the Lincoln Park Campus (773-325-7777).