JCCC EMERGENCY RESPONSE PLAN

Report all campus emergencies to the Department of Public Safety.

From a campus phone, dial 4111.

Inside buildings, use the emergency red phones located in the hallways.
In the parking lots and garages, use the emergency code blue phones.

Evacuation Information

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

Do not use elevators!

Take all personal belongings (keys, purses, wallets, etc.).

Secure any hazardous materials or equipment before leaving.

Follow directions given by Building Emergency Leaders.

If you need assistance, establish procedures **in advance** with Access Services for Students with Disabilities, your instructor or classmates.

Fire - Smoke - Explosion

- Activate the nearest fire alarm and immediately contact the Department of Public Safety.
- Evacuate the building.
- Return to the building only when you are authorized to do so by the Department of Public Safety, Campus Services or the Overland Park Fire Department.

Campus Violence

- Do not attempt to intercede or restrain an aggressive individual.
- Contact the Department of Public Safety immediately for assistance.
- Encourage others not to become involved; if possible, leave the area.

Weather Warnings

- Listen for internal and external warning sirens.
- Stay away from windows and exterior doors.
- Immediately move to a designated shelter area (see the building diagram below).
- Remain in the shelter area until an all-clear signal is sounded.

Illness - Injury - Accidents

- If the injury or illness is serious or life-threatening, contact the Department of Public Safety immediately. They will respond and request assistance from MedAct.
- If the injury or illness is not serious or life-threatening, ask the individual what assistance is needed. Contact the Department of Public Safety for assistance.

GEB, Third Floor