JCCC EMERGENCY RESPONSE PLAN

Report all campus emergencies to the JCCC Police Department.
From a campus phone, dial 4111, or call 913-469-8500, ext. 4111, and state your emergency.
In the parking lots and garages, use the emergency code blue phones.
Inside buildings, campus operator hallway phones are available for direct contact with the JCCC Police Department.

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 Team members.
Report immediately to the Building Emergency Assembly Area outside the building.
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 pull alarm and immediately contact the JCCC Police Department at 4111.
• Evacuate the building.
• Assemble in designated area for accountability.
• Return to the building only when you are authorized to do so by the JCCC Police Department, Campus Services or the Overland Park Fire Department.

Campus Violence
• Do not attempt to intercede or restrain an aggressive individual.
• Contact the JCCC Police Department immediately for assistance.
• Encourage others not to become involved; if possible, leave the area.
• Always report suspicious or threatening behavior.

Weather Warnings
• Listen for internal and external warning sirens and announcements.
• Stay away from windows and exterior doors.
• Immediately move to a designated storm security area (see the building diagram below).
• Remain in the storm security area until an all-clear announcement is made.

Illness-Injury-Accidents
• If the injury or illness is serious or life-threatening, contact the JCCC Police Department 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 JCCC Police Department for assistance.

ITC

= Storm Security Areas
= Building
= Evacuation Routes

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