



*The Commonwealth of Massachusetts*

**NORTH SHORE**  
COMMUNITY COLLEGE



Campus Police Department

1 Ferncroft Road, P.O. Box 3340, Danvers, MA 01923-0840  
Business (781) 593-7032 / Emergency (781) 477-2100

## **Personal Safety – Active Shooter**

In wake of the of campus shootings around the country, it is important our campus community knows how to react in the unlikely event that you encounter a violent situation on campus like an active shooter. The following guidelines are based on the best practices established by campus law enforcement experts.

### **RUN**

As soon as you become aware of a potentially violent situation, **if it is safe to do so**, exit the building/area immediately, moving away from the immediate path of danger and take the following steps:

- Notify anyone you may encounter to exit the building/area immediately
- Evacuate to a safe area away from the danger, and take protective cover. Remain until assistance arrives.
- Call Campus Police immediately (781) 477-2100 or 911 and provide the dispatcher with the following information:
  - Location of the incident and perpetrators direction of travel (be as specific as possible)
  - Type of threat (gun, knife, bat, etc)
  - Identification or description of perpetrators(s)
  - Number of persons (bad guys) who may be involved
  - Your exact location
  - Your Cell Phone Number
  - Location & number injured people
- Individuals not immediately impacted by the situation are to take protective cover, staying away from windows and doors until notified otherwise.

### **HIDE**

If you are directly involved in an incident and exiting the building is not possible, the following actions are recommended.

- Go to the nearest room or office.
- Close and lock the door (if the door cannot be locked, you can use a wedge or rolled up belt to place at the bottom of the door to prevent access).
- Turn off the lights.
- Seek protective cover.
- Spread out.
- Keep quiet and act as if no one is in the room.

- Do not answer the door.
- Notify Campus Police as soon as it is safe to do so, providing the dispatcher with the same information as above.
- Silence your cellphone

## **FIGHT**

If the Active Shooter enters your classroom or work space:

- Fight as a last resort when your life is in imminent danger.
- Attempt to incapacitate the shooter.
- Act with as much physical aggression as possible.
- Improvise weapons or throw items at the active shooter.
- Commit to your actions....your life depends on it.

Emergency broadcast e-mails, web page notifications and digital signage network may be utilized to further provide relevant information pertaining to campus emergencies.

Follow directions of responding Police Officers immediately.

For questions or additional information please contact the Campus Police at (781) 593-7032.

Remember; safety is a shared responsibility.

***See Something ~ Hear Something ~ Say Something***