

EMERGENCY PROCEDURES

POLICE/FIRE/MEDICAL911

WELCOME CENTER.....0

SECURITY860.541.0800

DEPUTY TITLE IX COORDINATOR860.773.1646

EMERGENCY/WEATHER LINE860.773.1301

STUDENT & ACADEMIC AFFAIRS OFFICE860.773.1480



● FIRE/BUILDING EVACUATION

- Dial 911 to report incident
- When fire alarm is activated, leave immediately
- Do not use elevators; leave through nearest emergency exit
- Consider individuals with disabilities
- Close doors as you exit; move to a safe area away from building

● POWER OUTAGE

- Dial 0 to report outage
- Move students to an area with light
- Remain in your location until an official announcement is made

● HAZARDOUS SPILL

- Dial 911 AND Dial 0 to report incident
- Identify chemical and follow Safety Data Sheet for correct first aid & clean-up procedures
- Close all doors to isolate area if it is safe to do so
- Evacuate if necessary

● ACTIVE SHOOTER/SHELTER IN PLACE

- Dial 911 to report incident
- RUN, HIDE in location where you can't be seen, FIGHT as last resort

● BOMB THREAT

- Dial 911 to report as much information as possible
- Remain calm and evacuate area

● SUSPICIOUS PACKAGE

- Dial 0 to report package
- Do not touch, tamper with, or move package
- Do not use radio or cell phone within 100 feet of package



STOP



● MEDICAL

- Dial 911 to report incident; Dial 0 if not in imminent danger
- Do not move an injured person unless they are in imminent danger
- Do not provide first aid, unless certified
- Use personal protective equipment

● SUSPICIOUS PERSON/DISRUPTIVE BEHAVIOR

- Dial 0 OR Security 860.541.0800
- Do not physically confront individual
- Do not let anyone into a locked space
- Do not block an individual's access to exit
- Do not attempt to separate individuals

● EMOTIONAL EVENT

- Dial 0 to report incident
- Remain calm, do not overreact
- Be empathetic, listen without judging
- Permit verbal venting, keep the person engaged

● SEXUAL ASSAULT

- Dial 911 AND Deputy Title IX Coord. 860.773.1646 to report incident
- Seek medical attention



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