

ACTIVE SHOOTER TRAINING



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WARNING: RICPD HAS CREATED THIS SAFETY TRAINING TO PROVIDE INFORMATION ON WHAT IS CONSIDERED BEST PRACTICE IN THE EVENT THERE IS AN ACTIVE SHOOTER SITUATION. THE TOPIC OF AN ACTIVE SHOOTER IS SENSITIVE IN NATURE. IF NEEDED, PLEASE TAKE A MOMENT TO PREPARE BEFORE CONTINUING WITH THIS TRAINING.





IMMEDIATE OR IMMINENT CONCERNS

If a person's conduct is clearly reckless, disorderly, dangerous, or threatening to self or others, please call 911 or
Campus Police, (401) 456-8888.

If you or someone else is experiencing a mental health emergency or life-threatening situation, call 911 or Campus Police.

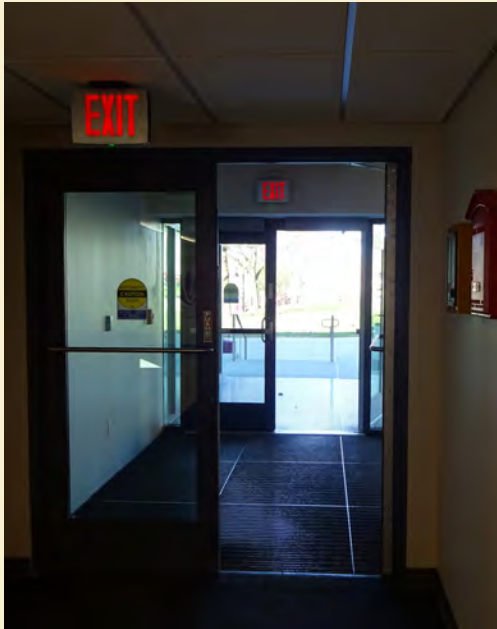


ACTIVE SHOOTER

The FBI defines an active shooter as one or more individuals actively engaged in killing or attempting to kill people in a populated area.



SITUATIONAL AWARENESS



- Take some time to get to know the campus and the buildings you visit so that you are familiar with them in case of emergency
- Be aware of your environment and any possible dangers
- Take note of the nearest exits and escape routes in any building you visit
 - *Identify closest accessible routes. In cases where accessible routes are not readily available, pre-plan supports for your escape. Contact Campus Police. Consider asking and training a buddy on your access related escape needs
- Report any suspicious activity to Campus Police
401-456-8888.

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RESPONSE

- Because most incidents are over within minutes, students, faculty, and staff must be prepared to deal with the situation until first responders arrive.
- As these situations evolve quickly, quick decisions could mean the difference between life and death. If you are in harm's way, you will need to decide rapidly what the safest course of action is based on the specific circumstances of the encounter.
- What you do matters. And what you do can save your life and the lives of others.
- Silence all phones, do not pull the fire alarm, call police when it is safe to do so. Do not assume that someone else has reported the incident.



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In an active shooter situation, you should quickly determine the most reasonable way to protect your own life. You should:



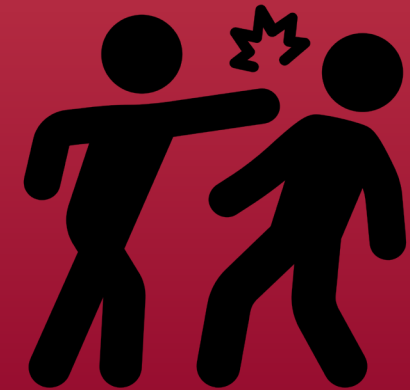
RUN/ESCAPE

IF POSSIBLE



HIDE

IF ESCAPE IS NOT POSSIBLE



FIGHT

ONLY AS A LAST RESORT

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RUN

RUN and escape, if possible.

- If there is an accessible escape path, attempt to evacuate.
- Have an escape route and plan in mind.
- If you are wearing shoes that prevent running, take them off.
- Help others escape, if possible, but evacuate regardless of whether others agree to follow.
 - If you are willing and able, provide assistance to individuals with disabilities. Ask the individual what their needs are before assisting.
- Leave your belongings behind.
- Warn and prevent others from entering an area where the active shooter may be.
- Keep your hands visible and follow the instructions of any police officers.
- Call 911 when you are safe, and describe shooter, location, and weapons.



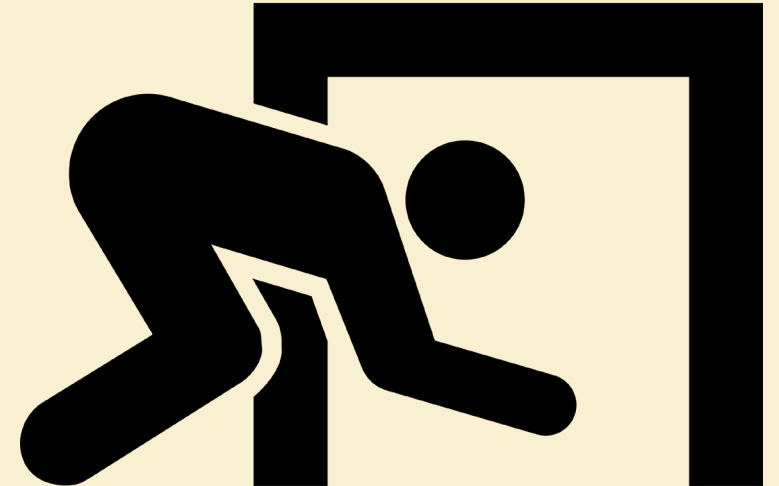
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HIDE

HIDE, if evacuation is not possible.

- Find a place to hide out of view, where the active shooter is less likely to find you.
 - *If you are willing and able, provide assistance to individuals with disabilities. Ask the individual what their needs are before assisting.*
- Stay very quiet.
 - *Practice mindfulness techniques to keep yourself & others calm.*
- Silence all electronic devices and make sure they won't vibrate.
- Lock and block doors, close blinds, turn off lights.
- Barricade entrances to your hiding place. Jam door handles so they can't be opened.
- Try to communicate with police silently. Use text messages (E911).
- Your hiding place should provide protection if shots are fired in your direction
- Stay in place until police give you the all clear.

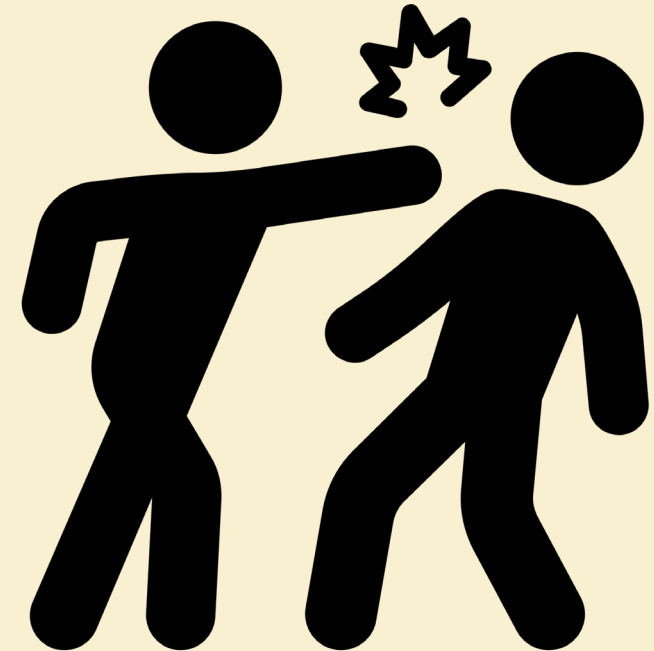




FIGHT

FIGHT, as an absolute last resort when faced with imminent danger

- Attempt to disrupt and/or incapacitate the shooter
- Commit to your actions and act as aggressively as possible against the shooter.
- Recruit others to ambush the shooter with makeshift weapons like chairs, fire extinguishers, scissors, books, etc.
 - *Wheelchairs, mobility devices, oxygen tanks, etc. can be used as weapons.*





KEY CONSIDERATIONS FOR ACCESS & FUNCTIONAL NEEDS (AFN)

- **Consider developing a “buddy system”** for assistance evacuating, concealing the individual to avoid an attacker, and think creatively about how to use personal assistive devices (e.g., canes, crutches, wheelchairs) as weapons if needed during an attack (California Governor’s Office of Emergency Services, 2022, p.8).
- **Evaluate your ability/willingness to support a peer**, and prepare in advance. Practice the one person lift cradle lift, or the two person lift swing carry.
- **During post-shooting evacuation, take AFN considerations into account.** This means understanding that depending on any one individual’s access or functional need they may not understand or be able to follow commands to show hands, to get on ground, or to move as directed (California Governor’s Office of Emergency Services, 2022, p.8)



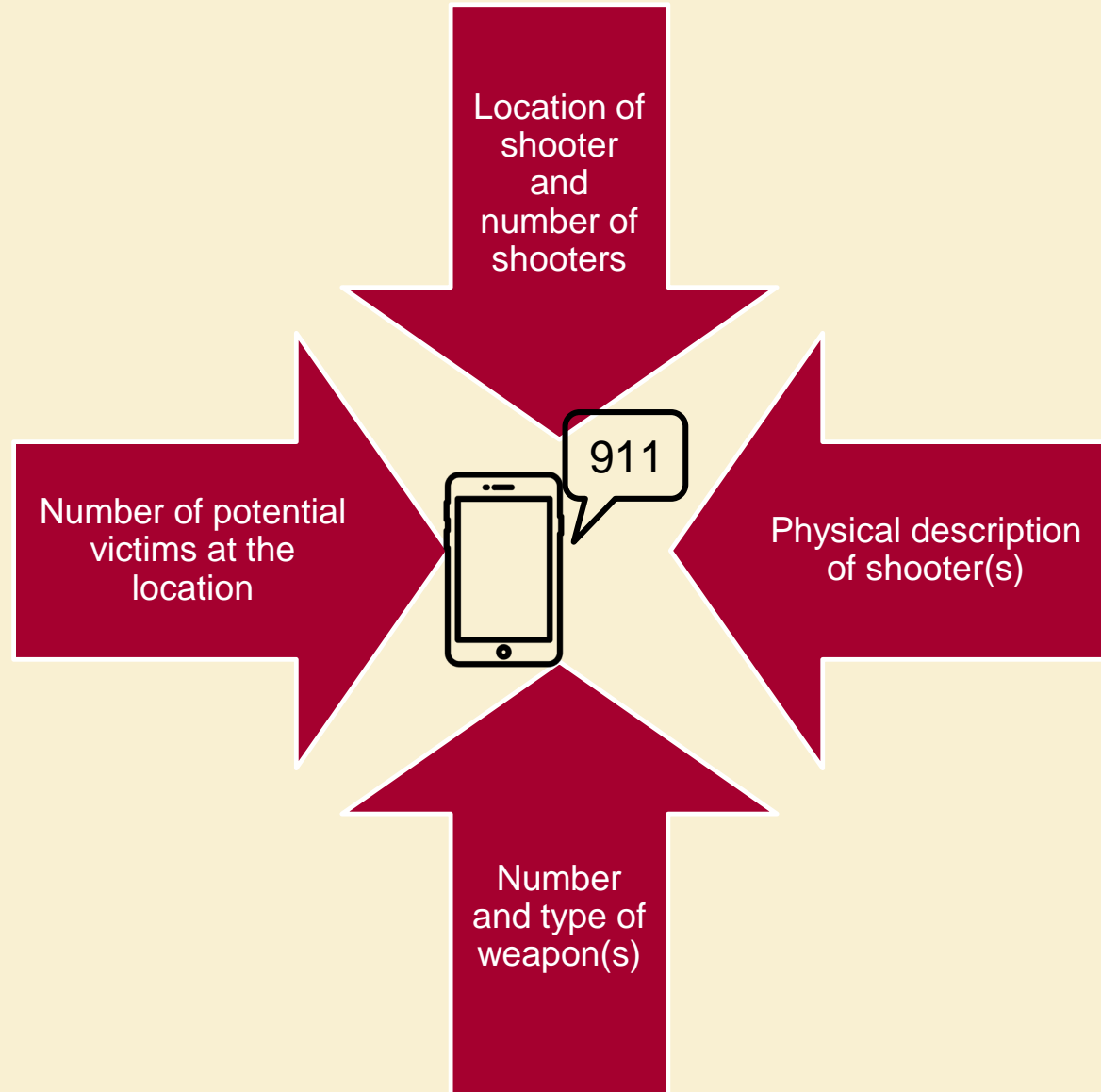
WHEN THE POLICE ARRIVE

- Remain calm and follow officers' instructions
- Put down any items in your hands (e.g., books, bags, jackets)
- Raise hands, spread fingers and keep them visible at all times
- Avoid making quick movements, yelling or screaming



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INFORMATION TO PROVIDE POLICE OR 911



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POLICE PRIORITIES

- STOP the THREAT
- Protect lives of those inside and first responders
- Medical help for injured
- Contain the situation



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The video depicts a fictional event. Some content may be disturbing.

[Link to video if it does not play.](#)

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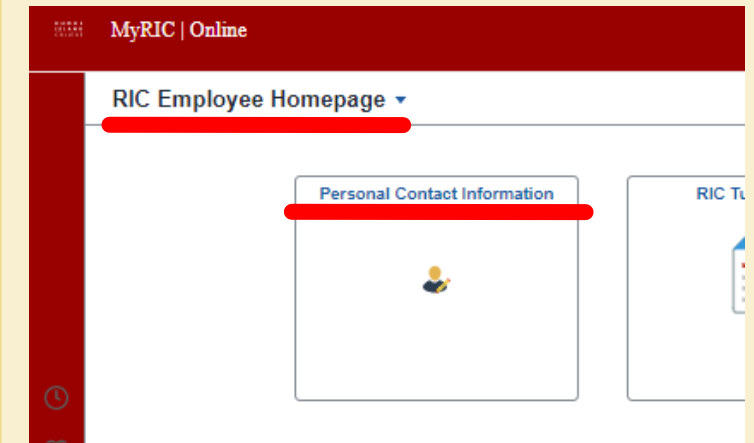
PREPAREDNESS

RIC ALERT

This emergency notification system allows the college to send an emergency text message through any mobile device as well as email to RIC Outlook account to members of the college community.

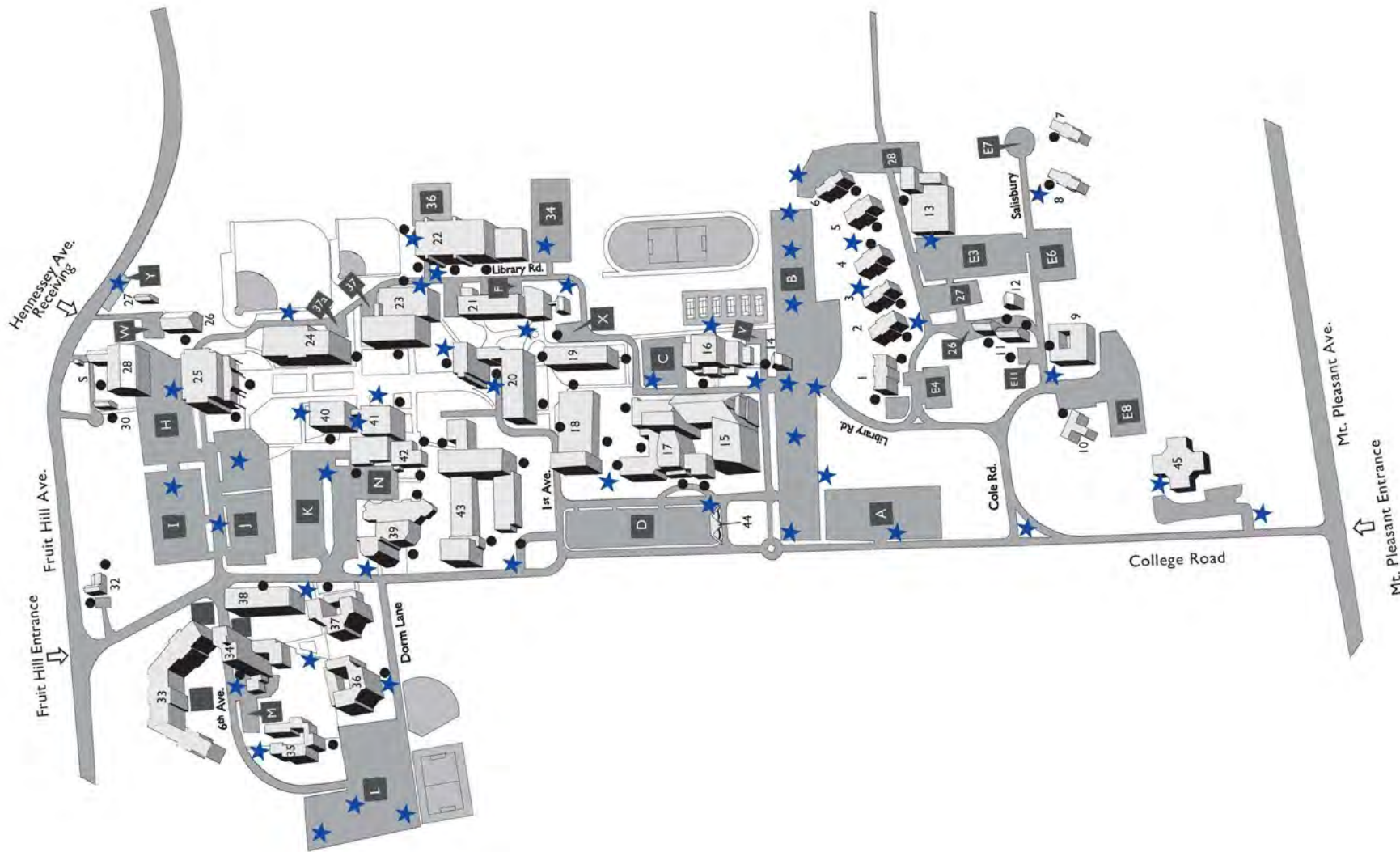
Sign up for RICAlert System by logging into your [My.RIC.edu](https://my.ric.edu) account. On the Student and Employee Homepages you'll find an option for "Personal Contact Information."

On the next page, select "Phone Numbers" from the heading. If your cell is already listed, check off preferred, and make sure it is listed as "Cell Primary." If it is not already listed, hit "Add a Phone Number" and enter it.

A screenshot of the Rhode Island College Campus Solutions RIC Employee Homepage. The page has a red header with the college logo and name. Below the header, there's a navigation bar with "RIC Employee Homepage" and "Personal Contact Info". The "Personal Contact Info" section is highlighted in green. Under this section, there's a sub-navigation bar with "Personal Information", "Security", "Addresses", "Names", "Phone Numbers" (highlighted in red), "Email Addresses", "Emergency Contacts", and "Demographic Information". The "Phone Numbers" section is titled "Phone Num&bers" and includes instructions: "Enter your phone numbers below." and "If multiple phone numbers are entered, specify your primary contact number by selecting the preferred checkbox." Below this, there's a table with columns: *Phone Type, *Telephone, Ext, Country, Preferred, and a trash icon. The first row shows "Business" with a redacted telephone number. The second row shows "Cell Primary" with a redacted telephone number, and the "Preferred" checkbox is checked. A red circle highlights the "Add a Phone Number" button below the table. At the bottom, there's a "Save" button and a note: "* Required Field".

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Know where the Emergency Blue Lights are located.



PROFILE

OF AN ACTIVE SHOOTER

An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area, typically using firearms.

CHARACTERISTICS

OF AN ACTIVE SHOOTER SITUATION

- Victims are selected at random
- The event is unpredictable and evolves quickly
- Law enforcement is usually required to end an active shooter situation



HOW TO RESPOND

WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

1. RUN

- Have an escape route and plan in mind
- Leave your belongings behind
- Keep your hands visible

2. HIDE

- Hide in an area out of the shooter's view
- Block entry to your hiding place and lock the doors
- Silence your cell phone and/or pager

3. FIGHT

- As a last resort and only when your life is in imminent danger
- Attempt to incapacitate the shooter
- Act with physical aggression and throw items at the active shooter

RIC CAMPUS POLICE
(401) 456-8888

HOW TO RESPOND

WHEN LAW ENFORCEMENT ARRIVES

- Remain calm and follow instructions
- Put down any items in your hands (i.e., bags, jackets)
- Raise hands and spread fingers
- Keep hands visible at all times
- Avoid quick movements toward officers such as holding on to them for safety
- Avoid pointing, screaming or yelling
- Do not stop to ask officers for help or direction when evacuating

INFORMATION

YOU SHOULD PROVIDE TO LAW ENFORCEMENT OR 911 OPERATOR

- Location of the active shooter
- Number of shooters
- Physical description of shooters
- Number and type of weapons held by shooters
- Number of potential victims at the location

COPING

WITH AN ACTIVE SHOOTER SITUATION

- Be aware of your environment and any possible dangers
- Take note of the two nearest exits in any facility you visit
- If you are in an office, stay there and secure the door
- Attempt to take the active shooter down as a last resort.

**CALL 911 WHEN IT
IS SAFE TO DO SO**

ACTIVE SHOOTER QUICK REFERENCE GUIDE

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EMERGENCY PROCEDURES QUICK REFERENCE GUIDE



RHODE ISLAND COLLEGE

CAMPUS VIOLENCE/ACTIVE SHOOTER

If you are a victim or witness seek cover or safety. Call 911 and/or activate an emergency campus call box immediately!

Advise the dispatcher of the following:

- Your name, location and type of incident/violence.
- Be prepared to answer questions related to injuries, weapons and information about the attacker.

If confronted by a threatening person:

- Stay at a safe distance, if possible.
- Try and get the attention of students and co-workers so they can call 911.
- Distract and evade.

If the incident is away from you, run:

- Have an escape route and plan in mind.
- Leave your belongings behind. Keep your hands visible.

If the incident is in your location, hide:

- **HIDE** in an area out of the attacker(s) view and remain quiet.
- **BLOCK** entry to your hiding place, lock doors, if possible, **turn off** lights and ringers on mobile devices.
- When an opportunity occurs to leave your location—seek cover or safety.

Fight:

- **AS A LAST RESORT** and only when your life or the lives of others are in imminent danger.

What to do when law enforcement arrives:

- Remain calm and follow officers' instructions.
- Immediately raise your hands and spread your fingers.
- Keep hands visible at all times.
- Avoid making quick movements towards officers such as attempting to hold on to them for safety.
- Avoid pointing, screaming and/or yelling.
- **DO NOT** stop to ask officers for help or directions when evacuating, just proceed in direction from which officers are entering the premises.

MEDICAL EMERGENCY

Immediately call 911 and notify the RIC Campus Police at x8888.

- Send someone to the building entrance to guide first responders.
- Comfort the victim.
- Avoid moving victims.

BOMB THREAT/EXPLOSIONS

If you receive a telephone threat:

- Keep the caller on the line.
- Listen carefully. Note the time of the call and the telephone number calling.
- Write down pertinent information such as background noises, gender of the caller and voice pitches and patterns.

Ask the following questions:

1. Where is the bomb located?
 2. When will it go off?
 3. What does it look like?
 4. What kind of bomb is it?
 5. What will make it explode?
 6. Did you place the bomb?
 7. Why?
 8. Name.
- Immediately call 911 and RIC Campus Police at x8888.
 - Always err on the side of safety and evacuate the area.

If you locate or find a suspicious item or package, call 911 and RIC Campus Police at x8888.

- Stay away from the item or package.
- **DO NOT** allow anyone to handle or go near the package.
- Direct individuals to evacuate or move to a safer location and take personal items with you.
- Follow the room/office evacuation plan.
- If a suspicious package is handled, avoid dropping or any other abrupt movements; gently set the package down.
- **AVOID** the use of cell phones, radios or other wireless devices. **DO NOT** turn light switches on or off, activate electrical devices or switches around the package.
- If explosion occurs **inside**—evacuate or move to safer location.
- If explosion occurs **outside**—remain inside.

CAMPUS POLICE CAN ALWAYS BE REACHED AT x8888 OR (401) 456-8888.



RHODE ISLAND COLLEGE

HAZARDOUS MATERIALS

All chemical fires and spills (no matter how small) should be reported to the RIC Police Department at x8888 or (401) 456-8888.

If a chemical spill occurs:

- Follow the posted instructions on the Material Data Sheets (MDS).
- Evacuate the area if needed and call 911.

Blood-borne Pathogens Contamination:

- If you come into contact with a suspected Blood-borne Pathogen, immediately wash area to avoid spreading.

TORNADO/SEVERE WEATHER

If a tornado warning is issued:

- Proceed to an interior room or corridor and crouch near the floor, covering your head.
- Stay away from windows, mirrors, glass and large unsecured objects, such as desks or filing cabinets.
- **DO NOT** use elevators.
- If requested assist persons with disabilities to shelter areas on the same floor.
- Remain in shelter areas until the college issues an "All Clear".

FIRE

Rescue - Remove anyone from danger, close doors to confine smoke and fire after ensuring rooms are empty.

Alarm—Call 911 or activate nearest pull station.

- Notify the RIC Police Department at x8888 or (401) 456-8888.

Evacuation—Proceed immediately to a safe exit and begin to evacuate **UNLESS** told otherwise by emergency personnel.

- **DO NOT** open any door that appears or feels hot.
- **DO NOT** return to your area for personal belongings.
- **IF SMOKE** is PRESENT—"Stay low & Go." The best air quality is near the floor.
- **DO NOT** enter/use elevators in fires.
- If you are in an elevator when the alarm sounds, **DO NOT** push the Emergency Stop Button.

If trapped in your office or classroom:

- Notify 911 and make yourself visible to responding emergency personnel.
- Wedge cloth material along the bottom of the door.
- Close as many doors as possible between you and the fire.

If you catch fire:

- **DO NOT RUN.**
- **STOP** where you are, **DROP** to the ground and **ROLL** over to smother the flame.

POWER OUTAGE/GAS LEAK

If a power outage occurs:

- If possible, call the RIC Police Department at x8888 or (401) 456-8888.
- Provide assistance to others in your area that may not be familiar with the building/work space.
- Turn off equipment such as computers and monitors to avoid potential damage from surges once the power is restored.
- If you are in a dark area proceed to an area with emergency lights or natural lighting.
- **REMEMBER**—many mobile devices are equipped with flashlight features.
- If you are in an elevator, stay calm. Use the emergency button or contact Public Safety.

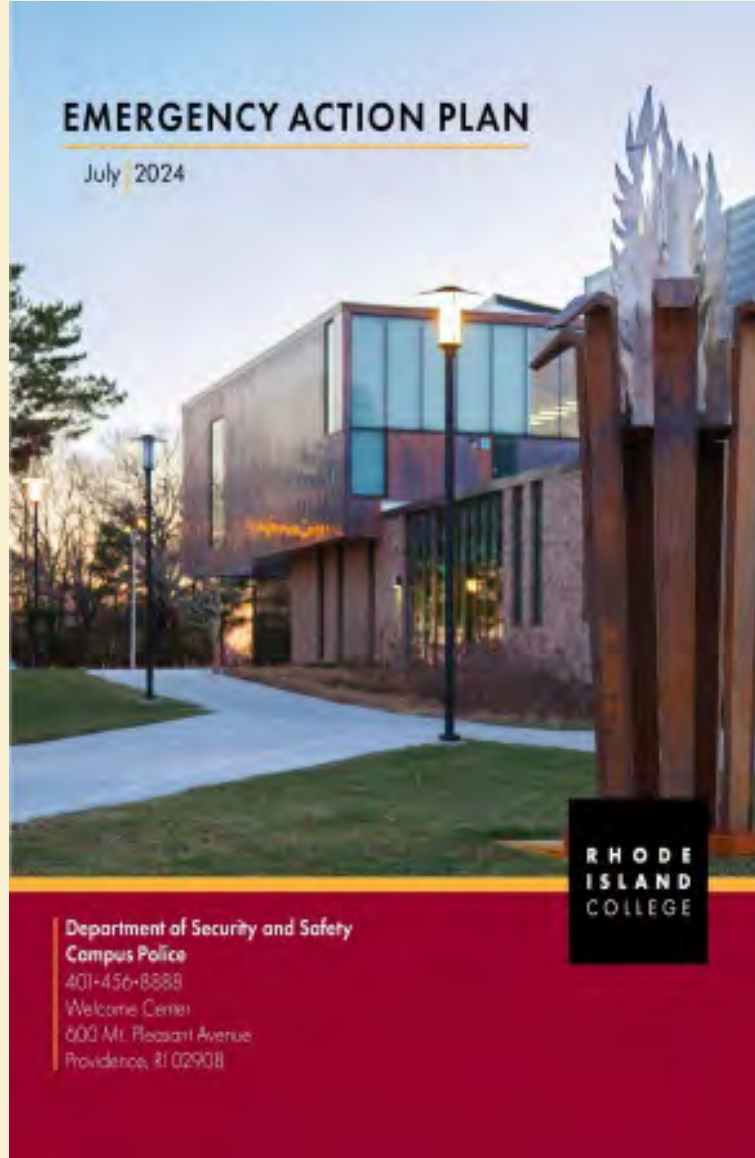
If you suspect a gas leak:

- Immediately evacuate the area.
- Call 911 and Public Safety.
- **DO NOT** turn on or ignite any electronic device or electrical equipment.

EARTHQUAKE

- Call 911.
- **Pick a Safe Place**—under sturdy furniture away from windows and items that may fall.
- **Wait in Place** until shaking stops. The shorter the distance to safety, the less likely you will be injured.
- **Be ready for aftershocks.** Move carefully. Watch for debris and fires.
- When evacuating **Use Stairs, NOT elevators.**
- If you are outside during an earthquake **STAY** outside. Crouch down and cover your head.

CAMPUS POLICE CAN ALWAYS BE REACHED AT x8888 OR (401) 456-8888.



The Emergency Action Plan (EAP) establishes the requirements and procedures necessary for department of security and safety and school administration staff to respond to campus emergencies.

[Emergency action plan](#)

[Emergency response training page](#)

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An aerial, high-angle photograph of a large, diverse crowd of people walking along a wide, paved path on a university campus. The path is flanked by green trees and grassy areas. The crowd is dense, with people of various ages and ethnicities walking in different directions. The lighting suggests it's daytime with shadows cast on the path.

PREVENT TRAGEDY

*What to do if you are
concerned about a
community member?*



PREVENTION

- *If you See Something, Say Something.*
- Previous attackers exhibited concerning behaviors. Most elicited concern from others, and most communicated their intent.
- A majority of targeted violence at Institutions of Higher Education involve either current or former students.
- Community members who become aware of potential situations that might pose a threat to the safety of the community or have concerns about a person's alarming or disruptive behavior are encouraged to share that information with the Campus Assessment, Response Evaluation (CARE) Team and/or Campus Police.

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PATHWAY TO VIOLENCE

Potential warning signs include:

- Changes in lifestyle or personality; academic performance or work.
- Increasingly erratic, unsafe, or aggressive behavior.
- Feelings of injustice.
- Failure to take responsibility for their own actions.
- Emotional volatility or distressful, self-destructive behavior.
- Recent acquisition or fascination with weapons.
- Homicidal or suicidal ideation.



CONCERNS PERTAINING TO STUDENTS





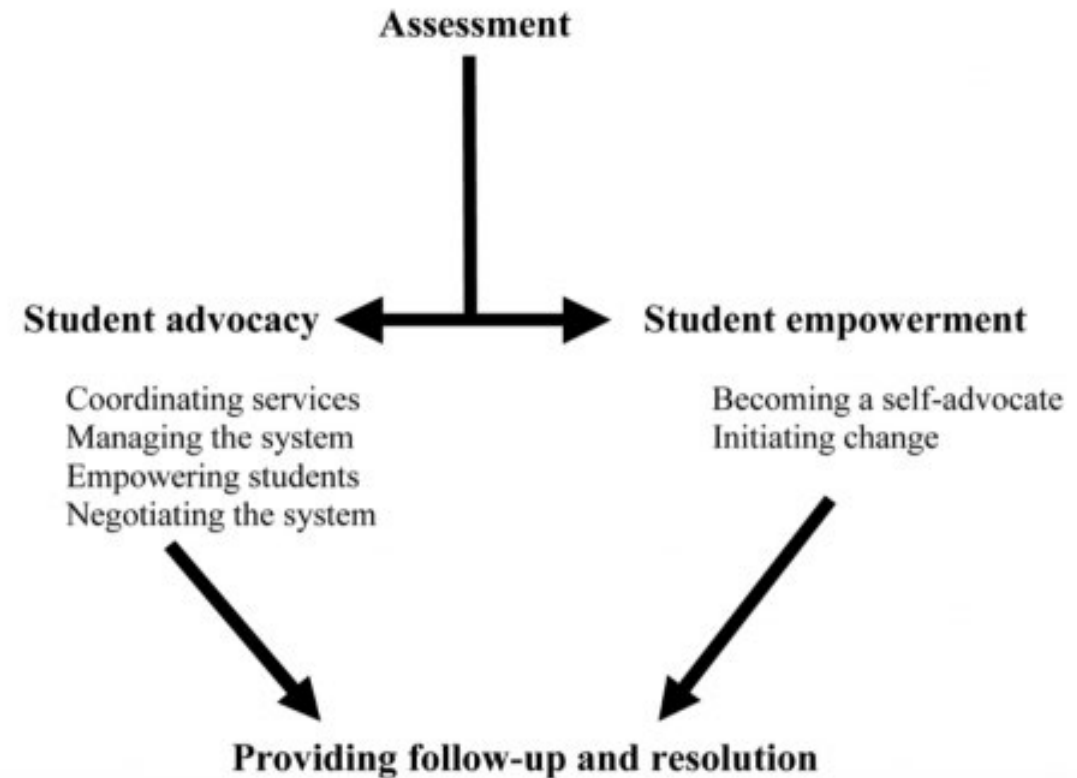
CAMPUS ASSESSMENT, RESPONSE EVALUATION TEAM (CARE) TEAM

- The Rhode Island College [CARE Team](#) engages in proactive and collaborative approaches to provide early identification, review, and management for students of concern and in need of support.
- The CARE team serves as a resource to the campus community by providing guidance for faculty and staff regarding how to seek assistance and refer students in need of support. In addition, the team seeks to create a network where the campus community can respond to situations involving students and work to connect them to essential support services on and/or off campus.
- The CARE team aims to promote student wellbeing and success while prioritizing the safety of students and the RIC community.

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The CARE Team works under the Student Affairs Case Management Model, assessing immediate and long-term needs and providing Student Advocacy and Student Empowerment interventions.

Figure 1. Student affairs case management model (Davis, 2010).





CARE TEAM REFERRAL

Community members (students, faculty, staff, etc.) who become aware of potential situations that might pose a threat to the safety of the community or have concerns about a person's alarming or disruptive behavior should contact Campus Police.

For non-threatening matters that deserve attention, community members are encouraged to share concerns to the CARE Team by completing a [CARE referral here](#).

Referrals made to the CARE Team concerning potentially escalating or concerning behavior may be elevated to the college's threat assessment team.

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BEHAVIORAL ENGAGEMENT TEAM (BET)

According to the US Secret Service, “a multidisciplinary threat assessment team, in conjunction with the appropriate policies, tools, and training, is the best practice for preventing future tragedies.”

National Threat Assessment Center. (2019). *Protecting America's Schools: A U.S. Secret Service Analysis of Targeted School Violence*. U.S. Secret Service, Department of Homeland Security

The Rhode Island College Behavioral Engagement Team (BET) works in conjunction with the CARE team. It is comprised of representatives from the President's Office, Dean of Students Office, Campus Police and the Center for Health and Wellness.

It was established to receive, collect, consider and advise upon information on reported behavior of concern exhibited by a student or group of students. The team is advisory only and does not have authority to impose requirements on student(s) of concern. The team members are selected for their expertise and training in threat assessment.

The image shows the exterior of a brick building with large glass windows, identified as the Donovan Dining Center. A large tree with white blossoms is in the foreground on the left. A yellow text box is overlaid on the right side of the image.

CONCERNS PERTAINING TO FACULTY AND STAFF



Much like the CARE Team provides wrap-around support and services to students, the Employee Assistance Program (EAP) provides free 24/7 confidential assistance with personal and job-related problems. The EAP provides support for non-threatening matters that deserve attention through Blue Cross & Blue Shield of Rhode Island (BCBSRI). Trained specialists provide professional assistance and referrals to local experts to help navigate through life's little and big challenges:

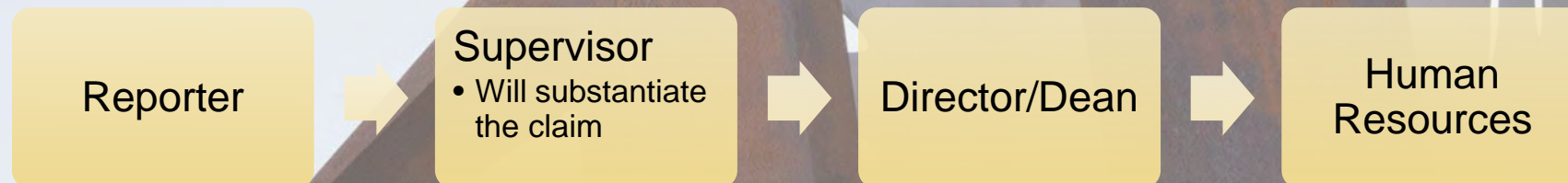
- Stress, anxiety or depression
- Life events
- Parenting and relationships
- Grief and loss
- Coping with trauma
- Substance use disorders
- Coping with trauma
- Caregiving issues
- Financial planning
- Legal problems

Accessing EAP Services 24/7

- Call the BCBSRI State of Rhode Island Employee CARE Center at (866) 987-3705 or (401) 429-2104 and select option 2 to reach a Beacon Wellbeing representative.
- Visit State's EAP web pages by visiting the [Beacon Wellbeing website](https://stateofrhodeisland.mybeaconwellbeing.com/) at: <https://stateofrhodeisland.mybeaconwellbeing.com/>

For concerns about escalating or potentially violent behavior of a Faculty or Staff member, the concerned party should follow the procedures outlined in the Board of Governors for Higher Education, [Violence in the Workplace Prevention – Policy](#).

- For immediate concerns reach out to Campus Police immediately.
- In the case of non-imminent threats, the person reporting (“reporter”) will need to document in writing the location of the incident, the date and time, the persons present, what was said, what occurred, and any other relevant information. That information will follow the reporting structure below.
- If for any reason the employee fears that providing that information to their immediate supervisor may place them at risk of harm or retaliation, or the employee believes that the supervisor has not taken appropriate action, the employee shall refer the matter to Human Resources.



- Campus Police 401-456-8888 or 401-456-8201
- Internal Extension 8888 or 8201
- Emergencies 911
- communitypolicing@ric.edu



IMPORTANT PHONE NUMBERS

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RESOURCES

[RIC Emergency Response Planning](#)

[FBI Resources](#)

- [Making Prevention a Reality: Identifying, Assessing, and Managing the Threat of Targeted Attacks](#)
- [A Study of the Pre-Attack Behaviors of Active Shooters in the United States Between 2000 and 2013](#)

[Additional Resources](#)

- [Active Shooter Preparedness, US Dept. of Homeland Security](#)
- [Active Shooter, How to Respond, US Dept. of Homeland Security](#)
- [Preventing, Preparing for Critical Incidence in Schools, US Dept. of Justice](#)
- [How to Stop Shootings and Gun Violence in Schools, A Plan to Keep Students Safe, Everytown for Gun Safety](#)



ACCESS & FUNCTIONAL NEEDS (AFN) RESOURCES

1. **Guide-- California Governor's Office of Emergency Services (Cal OES) Active Shooter Awareness Guidance (updated 2022):** www.caloes.ca.gov/oes-divisions/access-functional-needs
 - Active Shooter Awareness Guidance includes access & functional need considerations through collaborative efforts with law enforcement, the California Specialized Training Institute, the State Council on Developmental Disabilities, independent living centers, emergency managers, and other disability stakeholders.
 - Includes tips for effective communication with individuals with disabilities or other access or functional need during an emergency, including blind/low vision, cognitive disabilities, deaf or hard of hearing, mental/behavioral health, individuals with service animals, and physical disabilities.
2. **Guide-- Vanderbilt University Evacuation Procedures for Persons with Disabilities:** <https://publicsafety.vanderbilt.edu/emergency-guidelines/evacuation-procedures/#h2-evacuation-for-persons-with-disabilities>
 - Features carrying techniques, including the one-person (cradle lift) and two-person carry techniques (swing carry or chair carry), to be used only in emergency situations where death or serious bodily injury is imminent.
3. **YouTube Video-- Active Shooter Preparedness: Access and Functional Needs – What You Should Know (K-12 focus, but Gallaudet University is briefly featured):** <https://www.youtube.com/watch?v=bzsGCgxp1iE>
 - The Access and Functional Needs video provides insightful information for critical infrastructure owners and operators to better understand the unique and complex challenges that persons with disabilities, and access and functional needs face during an active shooter incident. Hosted by CISA, 2023, <https://www.cisa.gov/topics/physical-security/active-shooter-preparedness>
4. **YouTube Video-- Use Your Abilities to Survive an Active Shooter:** https://www.youtube.com/watch?v=MRNu5_Fsr3Q
 - LA CityView 35 teamed up with the City of Los Angeles Emergency Management Department, LAPD, and the City of Los Angeles Department on Disability to highlight how individuals can use their abilities to survive an active shooter incident. LAPD Assistant Chief Beatrice Girmala narrates this informative guide which is applicable to everyone, including persons with disabilities and individuals with access and functional needs. Hosted by LA CityView 35, 2018

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