



OPSU POLICIES AND PROCEDURES

TITLE: Armed Subject

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ISSUING SOURCE: Jessica Lofland, Director Student Services

DATE:

If you observe any armed individual, other than law enforcement, on campus at any time or if an individual is acting in a hostile or belligerent manner, immediately contact the Goodwell Police Department 911 or 580-338-4000 (night).

Armed Subject Emergency Alert:

Subject is outside your building:

1. Close and lock all doors, if possible. Obstruct doorways with furniture and heavy objects as an additional deterrent or if locks are not available.
2. Close and secure all windows. Close all blinds.
3. Move all occupants to a safe location within the room, making sure everyone is out of the line of fire and away from potential flying glass.
4. Do not huddle or stand together. Spread out within the available space as it is more difficult for a shooter to hit multiple, disparate targets than it is to shoot into a cluster of people.
5. Turn off the lights in the room and other items that are producing light or sound.
6. Instruct all occupants to turn sound off to mobile devices and to remain quiet.
7. Remain concealed until an "all clear" instruction is given via the campus alert system, OPSU web site, and/or social media. Both known and unknown voices may be misleading and designed to give false assurances.

Subject is inside your building:

1. If it is possible to flee the area safely and avoid danger, do so. Move quickly and quietly to the nearest building exit. Do not take personal items.
2. Listen continually for sounds of a threat and move away from it.
3. Be alert for instructions from authorities when exiting. Keep hands visible and move completely away from the building.
4. If flight is not an option, close and lock all doors, if possible. Obstruct doorways with furniture and heavy objects as an additional deterrent or if locks are not available.
5. Close and secure all windows. Close all blinds.
6. Move all occupants to a safe location within the room, making sure everyone is out of the line of fire and away from potential flying glass.
7. Do not huddle or stand together. Spread out within the available space as it is more difficult for a shooter to hit multiple, disparate targets than it is to shoot into a cluster of people.
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Subject enters your classroom or office:

1. Remain calm and use common sense. Negotiate if possible.
2. As a last resort and only if your life is in imminent danger, try to incapacitate the armed subject.
 - a. Act as aggressively as possible.
 - b. Throw items and improvise weapons.
 - c. Yell and commit to your actions

General Considerations

- Faculty members are encouraged to keep their classroom doors locked, if possible. During passing periods, doors may be left unlocked. During class, doors should remain closed and locked.
- Goodwell Police Department should be contacted as soon as it is safe to do so at 911 or 580-338-4000 (night).
- Please provide the following information, if possible.
 - Location of the armed subject(s)
 - Number of armed subjects
 - Description of armed subject(s)
 - Number and type of weapons held
 - Number of potential victims and their location
- Classrooms and offices should appear to be secure and unoccupied during an alert.
- Wounded victims should not be moved.

CAMPUS EMERGENCY PLAN