

EMERGENCY PROCEDURES

LIFE THREATENING EMERGENCIES: CALL 9-1-1 • NON-LIFE THREATENING EMERGENCIES: CALL 704-216-7600



MEDICAL EMERGENCY

- Call 9-1-1 immediately.
- Call 704-216-7600 to notify the College Call Center.
- Provide comfort and support to the individual.
- Avoid contact with blood or other body fluids.
- Do not attempt to move the individual unless he/she is in danger.

FIRE

- Pull the fire alarm. Call 9-1-1.
- Call 704-216-7600 to notify the College Call Center.
- Feel doors – do not open a warm door.
- If possible, **EVACUATE IMMEDIATELY**.
- Move quickly to the nearest outside exit and proceed to the evacuation assembly point.
- If smoke is present, stay low to the floor.
- If you are trapped, flip this chart over and slide it under the door”

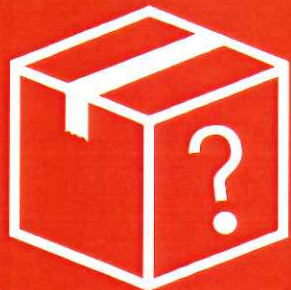
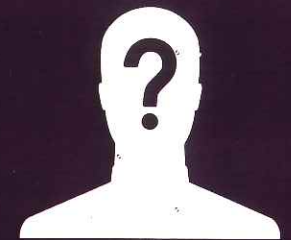


SEVERE WEATHER

- Take immediate cover away from exterior walls, windows, doors and glass.
- Do not use elevators.
- Do not leave location until you can do so safely.

SUSPICIOUS BEHAVIOR

- Immediately report emergencies by calling 9-1-1.
- For suspicious behavior and non-emergencies call 704-216-7600 to notify the College Call Center.



SUSPICIOUS PACKAGE

- **DO NOT** use cell phones, radios or electronic devices.
- **DO NOT** handle suspicious package or other items.
- Call 704-216-7600 to notify the College Call Center.
- Leave the area immediately.

GAS LEAK

- **DO NOT** turn lights on or off.
- **DO NOT** use cell phones or radios.
- **DO NOT** activate fire alarms.
- Evacuate the area.
- Once safe call 704-216-7600 to notify the College Call Center.



TITLE IX

SEXUAL MISCONDUCT

- Call 704-216-7600 to notify the College Call Center to request Campus Security and the Title IX Coordinator.
- Intervene in sexual assaults or sexual harassment if you can do so safely.

HAZARDOUS MATERIAL

- Immediately evacuate the spill area.
- Call 704-216-7600 to notify the College Call Center.
- Do not attempt to contain or clean the spill.
- Do not leave premises until you have been evaluated by emergency personnel. **DO NOT RE-ENTER THE AREA.**



ACTIVE SHOOTER

If you witness anyone with a firearm who is actively shooting call 9-1-1 immediately. If you see or know that a person has a firearm on campus, call 704-216-7600 to notify the College Call Center.

RUN If there is an accessible escape path, try to evacuate the area.

HIDE If evacuation is not possible, find the closest lockable room, turn off lights and noise-making devices, and conceal yourself.

FIGHT As a last resort, and only when your life is in danger, attempt to disrupt and/or incapacitate the active shooter.