

Emergency Response Information for SCC Students

The following emergency information is provided for your safety and well-being. Instructors are to inform students of emergency response procedures at the beginning of each semester and periodically throughout the semester. Students are required to follow all emergency instructions given to them by faculty or any staff member of SCC.

1. Evacuation proceedings for fire, bomb threat, hazardous materials spill, etc. are as follows: Students will evacuate the building using the nearest exit, unless otherwise specified, and proceed to the designated assembly area. Students must move quickly and in an orderly manner (move on the right side in hallways). Evacuation maps are posted in each classroom. Do not use elevators in multiple story buildings. Students may assist the instructor in closing all windows and doors. In case of bomb threat, do not use cell phones. All personal items may be taken provided that this does not interfere with speedy and timely evacuations. Items must be left behind if their retrieval will hinder the evacuations. Students will remain in the assembly area until given further instructions by appropriate authority. Do not go to your vehicles unless given specific instructions to do so.
2. Building lockdowns for shooter, hostage, or armed intruder: Assist instructor with locking or barricading doors (use multiple items to barricade doors in depth). Close and cover all windows. Turn off lights and cell phones. Remain quiet. Spread out and be prepared to fight back. Remain in secured area until told otherwise by appropriate authority. When approached by law enforcement personnel, ensure that your hands are raised with palms facing the law enforcement official. Follow their instructions without hesitation. Additional information for hostage: Do not engage in conversation with hostage takers. Try to determine the number, descriptions, and types of weapons used. Follow their instructions. Students may also be moved to a designated safe area when necessary.
3. Destructive weather (tornadoes): Students will follow all instructions given by instructors or other SCC personnel. Students will be moved to designated safe areas for each building.
4. Students may be required to assist in moving those with disabilities or assist others during any emergency situation.
5. Immediately report to any SCC faculty or staff member if you feel or have been: harassed; stalked; threatened in any form; or harmed in any manner.
6. Students may also inform any SCC faculty or staff member with any knowledge of the above; students expressing any violent actions towards anyone at SCC; drug or alcohol abuse; violent outbursts; suicidal thoughts; or anything else you may consider as a threat to the SCC campus.
7. It is everyone's responsibility to maintain a safe environment at SCC.