

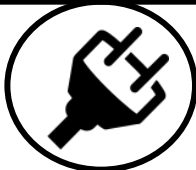


Peralta Community College District

EMERGENCY ACTION PLAN: HOW TO RESPOND

EMERGENCIES: 911 DEPARTMENT OF COMMUNITY SAFETY: (510) 466-7236

These procedures apply to Fire, Earthquake, Flood, Disaster, Criminal Activity, Disease or other incidences which threaten the safety of our school community. This protocol applies to immediate threat to the health and safety of students and employees. These protocols are not intended to apply to routine operational or maintenance occurrences.



EARTHQUAKE	FIRE	AIR QUALITY & WILDFIRE DISRUPTION	POWER OUTAGE	CIVIL DISTURBANCE	HOSTILE INCIDENT OR INTRUDER	IJURY	SCHOOL BULLYING	EVACUATION														
DROP, COVER & HOLD UNTIL SHAKING STOPS: Avoid windows, tall furniture and over-head hazards.	EVACUATE THE BUILDING: At the first sign of fire, Activate the fire alarm and you leave. (Do not use elevators)	LIMIT OUTDOOR ACTIVITIES: In the event of a wildfire occurrence that may impact PCCD. Check Airnow.gov for the Air Quality Index.	REMAIN CALM: Stay where you are unless there is an imminent threat to your safety (e.g. a fire).	DO NOT PROVOKE OR OBSTRUCT: If the disturbance is not life threatening notify the Department of Community Safety.	RUN: If there is an accessible escape path, attempt to evacuate the premises.	CALL 911 & NOTIFY CAMPUS PUBLIC SAFETY: If you discover someone in need of immediate medical attention, call 911.	STOP: Use the stop signal if you or someone else is being bullied.	MOVE QUICKLY & CAMLY TO THE NEAREST EXIT away from danger. Do not use elevators.														
WAIT FOR SHAKING TO STOP & CHECK FOR HAZARDS: Do not immediately evacuate. Await further instruction from First Responders.	MAKE YOURSELF KNOWN: If trapped, hang an article of bright material from a window to signal for help. Stay close to the floor & shout for help at regular intervals.	REVIEW AIR QUALITY GUIDELINES: <table><tr><th>Index</th><th>School</th></tr><tr><td>0 - 50</td><td>Yes</td></tr><tr><td>51 - 100</td><td>Yes</td></tr><tr><td>101- 150</td><td>Yes</td></tr><tr><td>151-200</td><td>Yes</td></tr><tr><td>201-300</td><td>TBD</td></tr><tr><td>300 +</td><td>No</td></tr></table> https://www1.marin.edu/air-quality-guidelines	Index	School	0 - 50	Yes	51 - 100	Yes	101- 150	Yes	151-200	Yes	201-300	TBD	300 +	No	PROCEED WITH CAUTION: If you are in an unlit area, move to an area that has emergency lighting. The backlighting on your cell phone (or flashlight) may help you navigate.	CALMLY ALERT STUDENTS AND STAFF: Stay away from the incident area.	HIDE: If evacuation is not possible, find a place to hide where the attacker is less likely to find you and lock yourself in.	DO NOT MOVE THE PERSON: Unless the location poses a greater danger. Initiate CPR (if needed) and only if you are trained.	Walk: If the behavior continues “walk” away and ignore their behavior. If you can’t “Walk” away. Ignore them and look the other way and do not respond to them.	ASSIST PEOPLE WHO CANNOT EVACUATE: If unable to safely assist, immediately notify First Responders of the location.
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			PRESS THE EMERGENCY CALL BUTTON: If you are trapped in an elevator, stay calm. When speaking with the dispatcher, identify the building, elevator number, and floor.		FIGHT: As a last resort, and only when your life is in danger, attempt to disrupt and/or incapacitate the attacker.	REMAIN AT THE SCENE: To Assist First Responders with investigating and gathering information about the incident.	TELL AN ADULT: If the problem continues, or you are in immediate danger of fighting or cyberbullying tell an adult immediately.	PROCEED TO EMERGENCY ASSEMBLY AREAS unless otherwise directed by First Responders.														
								REMAIN CALM & AWAUT FURTHER INSTRUCTIONS FROM EMERGENCY RESPONSE PERSONAEL.														