

Active Shooter Procedures

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



Pace University emergency alerts will be sent to announce updates & additional instructions as the situation progresses, and as we receive information.

Prevention:



Foster a respectful workplace.



Identify individuals of concern to Pace University Security.



Review and update your contact info on the [PaceAlert system](#).

Preparedness:



Take note of nearest exits & evacuation routes in any facility you frequent or visit (know multiple ways out).



Be aware of your surroundings and possible dangers.



Identify hiding places; look for rooms with no windows and heavy furniture.

You can dial 777 or press the Security button from any Pace phone in an emergency.

New York City Campus Security: (212) 346-1800

Pleasantville Campus Security: (914) 773-3400

White Plains Campus Security: (914) 422-4300

Response Protocols:

A = AVOID the area

B = BARRICADE if you cannot exit

C = CONFRONT as a last resort

Avoid:



If possible to do so safely, exit the area immediately, quickly, & quietly, moving away from the path of danger.



Leave your belongings behind.



If possible, help others escape & prevent from entering.



Call 911 or Pace University Security once you're safe.

Barricade:



Find a secure place to hide, out of the view of the shooter(s).



Lock the doors & block their entry with heavy furniture (e.g. desks, chairs, filing cabinets, book shelves, etc.).



Turn off all lights, silence your phone, & remain quiet.

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Confront:



Attempt to incapacitate the shooter, acting as aggressively as possible against him/her/them.



Throw any item that you can find & improvise weapons (e.g. cell phone, fire extinguisher, chairs, scissors, etc.).

Interaction with Law Enforcement:



Remain calm and follow officer instructions.



Keep hands raised, visible, & empty at all times.



Evacuate with your back up against the wall.



Avoid making quick movements toward officers.

Law enforcement's goal will be to locate and stop the shooter. The initial responders will not stop to help the injured. Remain patient and follow first responder instructions.

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