

# 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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