Response

When a hostile person(s) is actively causing deadly harm or the imminent threat of deadly harm within the residence hall or housing facility, we recommend the following procedures be implemented:

- Lock yourself in your room.
- If communication is available, call X4600.
- If away from your room, join others in a room that can be locked.
- Do not stay in the open hall.
- Do not sound the fire alarm. A fire alarm would signal the occupants in the rooms to evacuate the building and thus place them in potential harm as they attempted to exit.
- Barricade yourself in your room with desks, beds, or anything you can push against the door.
- Lock your window and close blinds or curtains.
- Stay away from the window.
- Turn all lights and audio equipment off.
- Try to stay calm and be as quiet as possible.

Residence Hall Open Area

If you are caught in the open such as hallways and lounge areas, you must decide what you are going to do. This is a very crucial time and can possibly mean life or death depending on your actions.

1. You can try to hide, but make sure it is a well-hidden space or you may be found as the intruder moves through the dorm looking for more victims.

2. If you think you can safely make it out of the building by running, do so. If you decide to run, do not run in a straight line. Keep any objects you can between you and the hostile person(s) while in the building. Once outside, do not run in a straight line.

3. The last option you have if caught in an open area in the dorm maybe to fight back. This is dangerous, but depending on your situation, this could be your last option.

4. Once the police arrive, obey all commands. This may involve your being handcuffed or made to put your hands in the air. This is done for safety reasons, and once circumstances are evaluated by the police, they will give you further directions to follow.
Contacting Authorities

• Use Emergency 911
• 269-4600 Grinnell College Safety & Security
• 641-623-5679 Direct Non-emergency line to Grinnell Police Department

Un-Securing an Area

• Remember, the shooter will not stop until they are engaged by an outside force
• Attempts to rescue people should only be made if it can be accomplished without further endangering the person(s) inside a secured area.
• Try to make decisions that benefit the greatest number of people
• Stay in a secured area until emergency response personnel tell you it is alright to leave.

What To Report

• Your specific location- building name and office/room number
• Number of people at your specific location
• Injuries- number injured, types of injuries
• Assailant(s) - location, number of suspects, race/gender, clothing description, physical features, type of weapons (long gun or hand gun, knife, sword), backpack, shooters identity if known, separate explosions from gunfire, etc.

Security Department Response

• Respond to area with the Grinnell Police Department
• Facilitate basic first aid or triage injured victims if possible
• Secure immediate surroundings