

# EMERGENCY PREPAREDNESS Lecture

1. Prior to the first day of class, obtain a copy of the [building emergency plan](#) for each building in which you will be teaching. Note the evacuation route and assembly area, as well as the shelter in place locations.
2. On the first day of class, the following information is required to be presented to students:

As we begin this semester I want to take a few minutes and discuss emergency preparedness. Purdue University is a very safe campus and there is a low probability that a serious incident will occur here at Purdue. However, just as we receive a “safety briefing” each time we get on an aircraft, we want to emphasize our emergency procedures for evacuation and shelter in place incidents. Our preparedness will be critical IF an unexpected event occurs!

Emergency preparedness is your personal responsibility. Purdue University is actively preparing for natural disasters or human-caused incidents with the ultimate goal of maintaining a safe and secure campus. Let’s review the following procedures:

- For any emergency call or text 911.
- Blue Light Emergency Telephone Systems throughout campus that connect directly to campus public safety responders. If you feel threatened, need help, or any emergency push the button.
- If we hear a fire alarm we will immediately evacuate the building and proceed to \_\_\_\_\_(location).
  - **Do not use the elevator.**
  - Go over evacuation route...see specific Building Emergency Plan.
- If we are notified of a Shelter in Place requirement for a tornado warning we will shelter in the lowest level of this building away from windows and doors. Our preferred location is \_\_\_\_\_.
- If we are notified of a Shelter in Place requirement for an active threat such as a shooting we will shelter in a room that is securable preferably without windows. Our preferred location is \_\_\_\_\_.
- If we are notified of a Shelter in Place requirement for a hazardous materials release we will shelter in our classroom shutting any open doors and windows.

**(NOTE: Each Purdue West Lafayette / Indianapolis building will have different evacuation & shelter locations. The specific Building Emergency Plan will provide specific locations and procedures). See [http://www.purdue.edu/ehps/emergency\\_preparedness/emergency/building-plan.html](http://www.purdue.edu/ehps/emergency_preparedness/emergency/building-plan.html)**

Attached to the syllabus is an “Emergency Preparedness for Classrooms” sheet that provides additional preparedness information. Please review the sheet and the Emergency Preparedness website for additional emergency preparedness information.