



Classroom Emergency Preparedness and Response Information

To Report an Emergency or Suspicious Activity

- Dial 911, or dialing 711 from a campus landline
- (315) 443-2224 from any non-campus phone.
- Dialing #78 (#SU) from your cell phone

Shelter in Place – General Guidance

University officials may issue a Shelter-in-Place order due to severe weather hazards, an uncontrolled hazardous materials release, or other life threatening event. Although Shelter-in-Place orders are extremely rare, it is important to know what to do. No matter where you are on campus, the basic steps of shelter in place will generally remain the same. Select a small, interior room, with no or few windows, and take refuge there. Remain in place until the danger has passed or conditions warrant an immediate evacuation. If an interior room is not available, the class may move to an interior stairwell. During an event, you may visit the Syracuse University website for incident updates www.syr.edu. Make yourself comfortable and look after one other. You will get word as soon as it is safe to come out.

Evacuation

The campus community may be instructed to evacuate particular buildings or areas of campus due to a particular situation. Short-term evacuation centers have been established to provide alternate shelter/accommodations to those impacted by the incident. We will always evacuate if the fire alarm sounds. In the event of an evacuation, please gather your personal belongings quickly (purse, keys, cell phone, University ID card, etc.) and proceed to the nearest exit. Do not use the elevator.

Lockdown

A “lockdown” will typically only be directed for a single building, and typically the scene of the crisis. During a lockdown, entry to a facility should be prohibited until the situation requiring the procedure has been resolved by responding law enforcement personnel. The first priority will be to ensure our own safety by moving to a location that can be secured by a locked door or by quickly and quietly leaving the area. We will remain calm and quiet and in our safe location until advised it is safe to return to our normal activities. For more information, go to the Syracuse University Emergency Guide website at <http://emergencyguide.syr.edu/lockdown/>

Orange Alert

Syracuse University provides notification by text message, e-mail and voice call during an emergency. Visit the Orange Alert (<http://safetydivision.syr.edu/orange-alert/>) for instructions on how to sign up for alerts pertaining to Syracuse University. If you receive an emergency alert notification during class, please share the information immediately.

Campus Status

University official will be utilize the Syracuse University Campus Status page for known and unknown campus disruptions, for more information, go to the Syracuse University Campus Status website (<http://status.syr.edu/>)

Additional Information

Additional information about emergency preparedness and response at Syracuse University can be found on the Syracuse University Emergency Management website (<http://safetydivision.syr.edu/emergency-management/>)