

Guadalupe School (DRAFT) Active Shooter / Violent Intruder Protocol

This information is provided to assist Guadalupe School Faculty, Staff, and Students in making the best possible decisions in the event of an active shooter or violent intruder event.

BACKGROUND

In light of recent shooting events both at K-12 and university levels, many institutions have implemented a “Shelter in Place” protocol in the event of an active shooter event. Evaluation of this response suggests that sheltering in place may not be the best response to such an incident, and this protocol is designed to offer additional guidance.

The emphasis of this protocol is the preservation of life and is based upon the A.L.I.C.E. program of response.

Alert
Lockdown
Inform
Counter
Escape

DEFINITIONS

Active Shooter – A suspect is actively engaged in violent behavior with a firearm against community members and is seeking to injure or kill as many victims as possible within a condensed period of time prior to the arrival of law enforcement. The suspect(s) actions may include shooting into an area where it is reasonably expected that people could be struck by the suspect(s) fire. These situations leave little or no time for proper planning and normally require law enforcement to take immediate action to end the threat.

Violent Intruder – A suspect is actively engaged in violent behavior without a firearm against community members and is seeking to injure or kill victims within a condensed period of time and prior to the arrival of law enforcement. The suspect may be armed with a weapon such as a knife, instead of a firearm.

RESPONSE

In any situation, quickly determine the most reasonable way to protect your own life. Remember that students, vendors, or visitors are likely to follow the lead of faculty and staff members during an active shooter/violent intruder event.

Alert

Be aware of your surroundings and any unusual activity. When you hear the word **LOCKDOWN, LOCKDOWN, LOCKDOWN** follow the lockdown protocols described below. Take note of other emergency notifications (text messages, emails, etc.).

Lockdown

If you are in a classroom or office, stay there, lock the door and evaluate the following:

- Upon hearing the **LOCKDOWN** command teachers and staff should proceed to the door look outside the classroom or office and place any student or adult in the classroom or office and immediately lock the door. Teachers should not allow students to leave the classroom and should direct them to be seated on the floor next to an interior wall away from windows and doors. Students should only be allowed to leave the classroom when the all clear announcement is given or instructed to move by police. If the door does not lock, use heavy furniture to barricade the door.
- Silence any sources of noise (cell phones, radios, televisions).
- Hide behind large items that can stop bullets if they are fired in your direction.

Inform

If safe to do so, call 9-1-1 to notify police of incident.

If you cannot speak, leave the line open to allow the dispatcher to listen.

Counter

As a last resort, and only if your life is in imminent danger, attempt to disrupt or incapacitate the suspect(s) by:

- Acting as aggressively as possible against him/her.
- Throwing items and improvising weapons (textbooks, laptops, lamps).
- Yelling.

Escape

If there is an accessible escape path, attempt to evacuate the location. Be sure to:

- Have an escape route and plan in mind.
- Evacuate whether or not others agree to follow.
- Leave personal belongings behind.
- Keep your hands visible and empty.
- Follow instructions of any law enforcement.

These are guidelines and are not all inclusive, but if understood and followed up with periodic reminders and training, they can increase your chances of surviving an active shooter/violent intruder incident.

When law enforcement arrives:

- Remain calm and follow instructions
- Drop items in your hands (i.e. bags, jackets)
- Raise hands and spread fingers

- Keep hands visible at all times
- Avoid quick movements toward officers, such as holding on to them for safety
- Avoid pointing, screaming or yelling
- Do not ask questions when evacuating

Information to provide to 911 operators:

- Location of the active shooter
- Number of shooters
- Physical description of shooters
- Number and type of weapons shooter has
- Number of potential victims at location

1. Actions by school personnel saved lives. Although loss of life was extensive, some actions by school staff clearly reduced the number of fatalities at the school. Of considerable importance, the staff in the school office took actions to protect themselves, which allowed them to survive so they could call 911. Although there appears to have been some delay in this being done, this action prompted a faster police response. As the report concludes that the shooter killed himself shortly after police arrived, ending the killing, had office staff either frozen at their work stations or unsuccessfully attempted to attack the heavily armed killer, police response would have been slower.

2. Locking interior doors worked. As in the vast majority of K-12 school shootings in the United States, not a single student or staff member was killed behind a locked interior door. Although many people have stated that staff and students should have evacuated, the report indicates that where lockdown was accomplished fast enough, no victims were killed. Despite the fact that the locked front entry door was breached, the report indicates that no interior doors were breached by force. Keeping in mind that most of the staff and students in the school survived, this affords additional evidence that lockdown is still one of our most effective tools to prevent death in mass casualty school shootings.

3. Lockdowns must be implemented quickly. While the incident demonstrates the value of the lockdown concept, it also demonstrates one more deadly instance of the failure of the *application* of the lockdown concept. While the lockdown procedures taken in the building protected the majority of the other occupants, most of the deaths in the school occurred in/at two classrooms where the doors did not get locked in time. With 20 of the victims being killed in/at two unlocked rooms, this incident demonstrates the need for all school personnel to be properly trained, specifically empowered and practiced in making independent decisions to implement a lockdown, evacuation or sheltering for severe weather without being instructed to do so.

4. All school staff must be trained and empowered to act. The report indicates that staff in the office never ordered a lockdown. While the report indicates that office staff accidentally activated the intercom, the report states they did not intentionally lock down the school. While there could be a viable reason for this that is not included in the summary report, these findings demonstrate the need for all school staff to be trained, empowered and practiced in implementing a school lockdown when appropriate without being directed to do so by a supervisor.

5. Staff, students must be taught how to respond under stress and on the fly. The report indicates that 10 students survived the attacks in the two unlocked classrooms by fleeing the rooms. This finding demonstrates the importance of staff and students being trained not to remain passive when they encounter an active aggressor in an enclosed area.

