What is an emergency?
An emergency is an event that threatens people, property, business continuity or communities and may develop into a disaster or critical incident.

What do I do in an emergency?
To simplify your preparedness to react to emergencies of any kind, Public Safety wants you to have a clear understanding of three general response concepts:
• Lockdown
• Evacuate
• Seek shelter

Familiarize yourself with all three response processes, so you know when and how to react in the event of an emergency.

For more detailed, incident-specific information, visit www.sacredheart.edu/emergency.cfm

How can I contact Public Safety?
Public Safety recommends you program the phone numbers below into your cell phone:
(203) 371-7911 (emergency)
(203) 371-7995 (routine calls)

Be prepared to provide the dispatcher with all incident-related information.

WHEN: Lockdown when an active shooter or other violence has been reported in your area.

ACTIONS:
• Depending on the situation: run away or hide under furniture where you are; lock or barricade doors; turn out lights; remain quiet. As a last resort, fight to defend yourself.
• Warn others if possible.
• Call 911 if you have information for the police.
• Wait for official notice from the SHU EAS or first responders that it is safe to resume normal activities.

WHEN: Evacuate in the event of a fire, chemical spill or other danger reported in the building.

ACTIONS:
• Take your cell phone and other valuables with you.
• Assist persons with disabilities and alert first responders to their location.
• Leave the building - do not use elevators.
• Proceed to a designated assembly area outside and away from the building.
• Wait for official notice from the SHU EAS that it is safe to resume normal activities.

WHEN: Seek shelter when severe weather is imminent or an environmental hazard has been reported in the area.

ACTIONS:
• Seek shelter inside a building and remain there.
• Go to the lowest level of the building and stay in interior hallways away from glass doors and windows.
• Monitor television, radio and online news for weather updates.
• Wait for official notice through the SHU EAS to resume normal activities.