

Active Shooter/Armed Aggressor

In the classroom or office:

- Stay inside if in a classroom, room or office; secure the door and turn off the lights.
- Remain silent and out of sight.
- Look for and use heavy furniture to barricade the door if the door has no lock and the door opens inward.
- Cover any windows to include the door window.
- Consider exiting through windows depending on the gunmen's location; have someone watch as you get as many people out through windows as calmly and as quietly as possible.
- Move well away from the incident if it is safe to evacuate and find safe cover positions (not the parking lots) and wait for the police to arrive.
- Do exactly what the police tell you to do when they arrive and keep your hands on your head.

In hallways or corridors:

- Get in a room that is not already secured and secure it.
- Go to a secure room unless you are very close to an exit; do not run through a long hall to get to one, as you may encounter the gunmen or hostage taker.

In large rooms or auditoriums:

- Move to an external exit and move toward any police unit if the assailant is not present.
- Move to a securable room or area if assailant is in the vicinity and escape is not a viable choice.
- Drop all bags and keep your hands on your head.
- Do what the police tell you to do.

Open spaces:

- Stay alert and look for appropriate cover locations.
- Seek hard cover, such as brick walls, large trees, retaining walls, parked vehicles and any other object that may stop bullets.
- Try to get to your (or any) residence hall and your own room if you can safely.
- Enter a campus building not involved in the incident and find a secure area to await instructions.

Confronting/taking action:

Take action against a shooter as the last resort and only when your life is in imminent danger. The shooter will likely not expect to be attacked by potential victims. Take this action to disrupt and/or incapacitate the shooter by:

- Acting as aggressively as possible against the shooter.
- Throwing items and improvising weapons from items in the room or area.

- Yelling.
- Committing to your actions.

If you find yourself trapped with the perpetrator, consider the following:

- Do not do anything to provoke the shooter.
- Do what the shooter says and don't move suddenly if they are not shooting.
- Call ext. 4911, 864-597-4911, hit emergency button on Guardian app or use chat settings, or 911 and talk with communications if possible.
- Leave the phone line open so the police can hear what is going on if you cannot speak.
- Choose either to remain still and hope that the perpetrator does not shoot you, run for an exit while zigzagging or attack the shooter.
- If you choose to run, do so in a zigzag pattern to reduce chances of being hit.
- Consider playing dead as an option.
- Attack the shooter when there are no other options.

Treat the injured:

The Spartanburg County dispatcher will notify law enforcement and other emergency services such as EMS, fire and rescue. EMS, fire and rescue will respond to the site, but will not be able to enter the areas until the area is secured by law enforcement. You may have to treat the injured as best as you can (when it is safe to do so) until the medical personnel are allowed to enter the area that was involved.

Remember basic first aid:

- Apply pressure and elevate wound to stop bleeding.
- Use items such as clothing, paper towels, feminine hygiene products, newspapers, to stop bleeding.
- Reassure those in the area that help will arrive – try to stay quiet and calm.
- Explain that medical responders can't enter the scene until it is secure to others in order to calm them.