Safety, Emergency and Health Procedures and Tips

School of Theatre, Dance, & Performance Studies at The Clarice Smith Performing Arts Center
Be Safe on Campus - Be Prepared

- Download the UMD Guardian App at umpdnews.umd.edu/umdguardian
- Register for campus emergency alerts for email or via text
  - Online at www.alert.umd.edu
  - Text 411911 with the keyword “UMD”
- Enter UMPD emergency into your contacts: 301-405-3333
  - You can also text #3333 while on campus.
- Locate the nearest Blue Light Emergency Phones to your frequently visited locations
Keep yourself healthy!

• Sleep. Seriously, find time to sleep. Your body does great things for itself when you let it rest.

• Every Dance and Theatre Studio space has hand sanitizer and cleaning wipes for your use. Use them early and often!

• If you feel sick, sore or tired, tell your instructor so that they can help you stay safe and healthy without missing important information.

• Visit the Health Center, they have services for all kinds of ailments - physical, mental and emotional: [http://health.umd.edu/](http://health.umd.edu/)
If You See Something, Say Something

- Unattended bags or packages
- Suspicious activity, persons or groups
- All suspicious activity should be immediately reported to the campus police in one of the following ways:
  - Call 911 or 301-405-3333
  - Text #3333 or use the UMD Guardian APP to text campus police
  - Use a blue light emergency phone
General Suggestions - Emergencies

- Connect your cell phone to a UMD secure Wi-Fi network.
  - This will help to ensure that UMD alerts and other information is received over Wi-Fi if cellular towers/voice is overwhelmed or not available.
- Identify a safe path to EVACUATE from your frequently visited areas and two ways of travel to the nearest exit.
- Become familiar with the designated SHELTER-IN-PLACE locations and identify multiple paths to the closest area.
- Contact Campus Emergency with available information regarding any emergency.
  - Don’t assume someone else has already called.
  - BUT if you’re in a group, designate one person to call.
- Follow all instructions provided by emergency first responders.
- You are responsible to get yourself to safety.
  - But please tell others you may see on the way that there is an emergency and that they should seek safety.
EVACUATION: What you should do

• Stop all activity and leave the building quickly and safely.
• Remain calm and try not to panic.
• Do not attempt to retrieve or carry out any personal items.
• Do not place any obstructions in any evacuation path.
• Proceed calmly to the pre-designated meeting areas.
• Remain calm and await further instructions from emergency personnel.
**EVACUATION:** Pre-Designated Meeting Areas

**FROM THE THEATRE WING**
1. Back parking lot
2. Grassy hill behind the patio

**FROM THE DANCE WING**
1. Grass area at the front of the building
2. Back parking lot

**FROM THE PERFORMANCE SPACES**
1. Kogod/Kay: Back parking lot
2. Cafritz: Grassy hill behind patio
3. Dance Theatre: Grass area at front of the building
SHELTER-IN-PLACE: What you should do

• The safest locations to seek shelter vary by hazard and your location.
• It might be best to remain where you are and avoid uncertainty.
• You should check UMD Alerts to know when it is safe to leave and for other emergency notifications.
• Know which rooms in your building are designated as shelter-in-place areas.
• When in doubt:
  • A place without windows: an interior room, a stairwell, a hallway
  • A place on the lowest level of the building
  • Avoid rooms containing hazard materials and large equipment.
SHELTER-IN-PLACE LOCATIONS

FROM THE THEATRE WING
1. Lower levels of stairwell
2. Cafritz

FROM THE DANCE WING
1. Locker rooms
2. Dance Office Hallway

SAFE PERFORMANCE SPACES
1. Kogod
2. Kay
3. Cafritz
4. NOT The Dance Theatre
Fire, Natural and Utility Emergencies

**FIRE**

If you are present when a fire happens, pull the nearest fire alarm and call 911.

If you hear a fire alarm, EVACUATE.

- Do not use elevators.
- Meet at a pre-designated area.
- Re-enter only when instructed to do so.

**EARTHQUAKE**

If you are inside:

- Move away from windows and unsecured large furniture.
- Get low. Find cover.
- When the shaking stops, evacuate to the pre-designated meeting area.
- *DO NOT* use the elevator and do NOT activate the fire alarm.

If you are outside:

- Stay there. Get to an open area.
- Move away from any building, streetlights or utility wires.
Fire, Natural and Utility Emergencies

**TORNADO**

If you are inside:
- Stay inside.
- Move to the lowest floor away from windows and doors.
- Do your best to avoid passing windows on your way to a safe location.

If you are outside:
- Get inside.
- If you’re unable to move inside, stay away from trees or large structures.
- Lay flat in a depression or ditch, face down, protect your face and neck.

**POWER OUTAGE**

The emergency generator will provide power to emergency lighting and life safety systems.
- Contact Work Control 301-405-2222 and inform them of the outage
- Turn off or unplug sensitive electrical equipment.
- Evacuate the building to the designated gathering areas if instructed to do so.
Active Threat

**ACTIVE SHOOTER / ACTIVE THREAT**

- **RUN**
  - Get out of the building if it is safe to do so. Do not go to an open area.
  - Exit the building with your hands up, holding nothing, if police are in the area.

- **HIDE**
  - Secure yourself in a locked room.
    - All TDPS classroom doors lock upon closing them. Make sure doors are not propped open.
  - Turn off the lights and silence your phone.
  - Stay low and stay calm.
    - Move to an area where you can not be seen from any windows in the doors.

- **FIGHT**
  - Only if absolutely necessary.
  - Use anything you can find as a weapon and commit to the defeat of the attacker.
BE PREPARED

• Don’t wait for an emergency to happen to have a plan!
• Run drills in each of your classes.
• Close doors behind you and don’t allow people into rooms if they don’t belong there.
  • Anyone who is supposed to access a room in The Clarice will have been granted access. Keep us all safe by keeping our spaces secure.
• If you have any concerns, ask the faculty or staff for guidance.
  • Jocelyn is always happy to talk about safety - jcallist@umd.edu