



In the wake of the tragedy at Virginia Tech, it is necessary to formulate guidelines that can assist in ensuring the safety of the campus community, in the unlikely event of an active shooter. This type of incident is unpredictable and your immediate manner of response is paramount. Cheyney University Police Officers have been trained in the response to an active shooter event and will continue to undergo varying other types of specialized training, for acts or instances of violent criminal behavior. The following guidelines have been established/formulated by Cheyney University, in conjunction with other universities in the Nation. Such formulated guidelines are based on best practices, which were established by law enforcement experts.

1. If at all possible, exercise safety in immediately exiting the targeted building or structure, where the incident is taking place.
2. Notify anyone you may encounter, to exit that location immediately.
3. Move completely away from the location, taking protective cover, to escape paths of danger.
4. Notify Public Safety at #2405, for a 911 response and provide the dispatcher with the following information:
 - a. Your name
 - b. Location of the incident (be specific as possible)
 - c. The number of active shooter(s) involved, if known
 - d. Description of active shooter(s) and weapon type, if at all possible
 - e. If known, person(s) or possible victims involved
 - f. Your exact Location
 - g. Noted injuries incurred by anyone
5. Individuals not immediately affected by the incident should stay away from the targeted area(s), keeping clear of windows and/or other possible areas, where there may be paths of danger.

If you are directly involved in an incident and exiting the building is not possible, the following actions are recommended:

1. Go to the nearest room or office, close and lock the door(s)
2. Turn off the lights
3. Seek protective cover
4. Keep quiet and act as if no one is in the room
5. Do not answer the door, for any reason
6. If at all possible and safe to do so, notify Public Safety at 610-399-2405 and provide the dispatcher with the following information:
 - a. Your name and location (be specific as possible)
 - b. Give possible number and description(s) of the shooter(s)
 - c. Possible number of persons subjected to the apparent danger
 - d. Injuries if known
 - e. Remain in the location, until Public Safety, Pa. State Police Special Emergency Response Team or other assisting law enforcement agency members make contact with you.

As these situations occur, the Pa. State Police and Public Safety officials/representatives will evaluate the circumstances, as soon as practicable, to determine the best course of action, for the safety of the Cheyney community.