

# Classroom Emergency Procedures

College of Architecture and  
Urban Planning  
Gould & Architecture Halls

# Calling 9-1-1

- When dialing from any wire connected telephone on UW property—
  - The call is automatically directed to the UW Police.
  - Dispatch will know exactly where you are located.
- When dialing from a cell phone—
  - You will be directed to the Seattle PD or State Patrol.
  - You must identify that you are on the University of Washington campus in order to be routed to the UW Police.
  - You will need to identify your exact room & building location to the UW Police.

# Emergency Communication

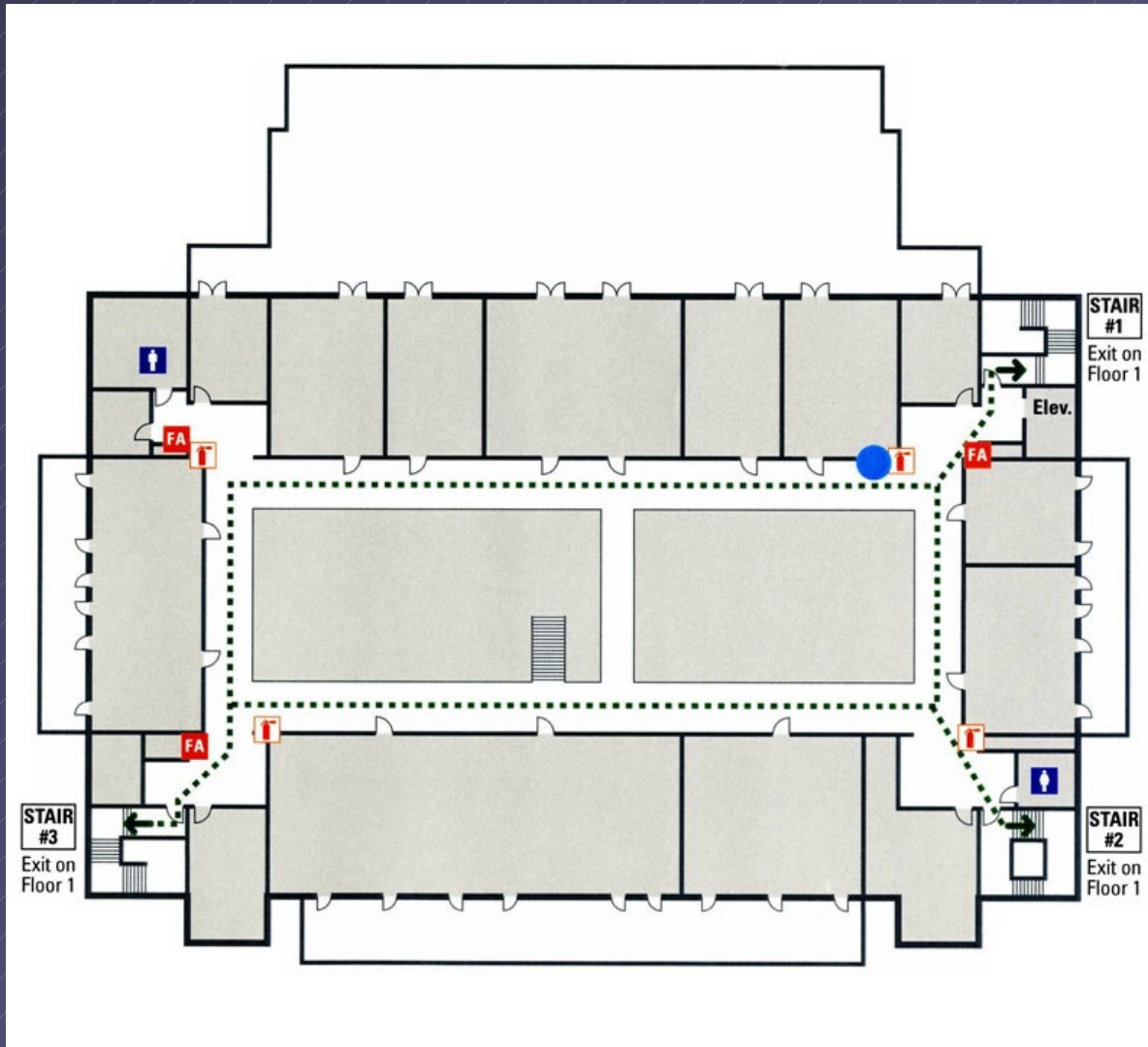
When calling 911 it is important to tell the dispatcher...

- **What** is happening. This helps assign the correct priority.
- **Where** the danger is. This may not be the same place as where you're calling.
- **Who** is causing the danger (including a description). Police will be looking for the dangerous person while arriving at a confused situation.

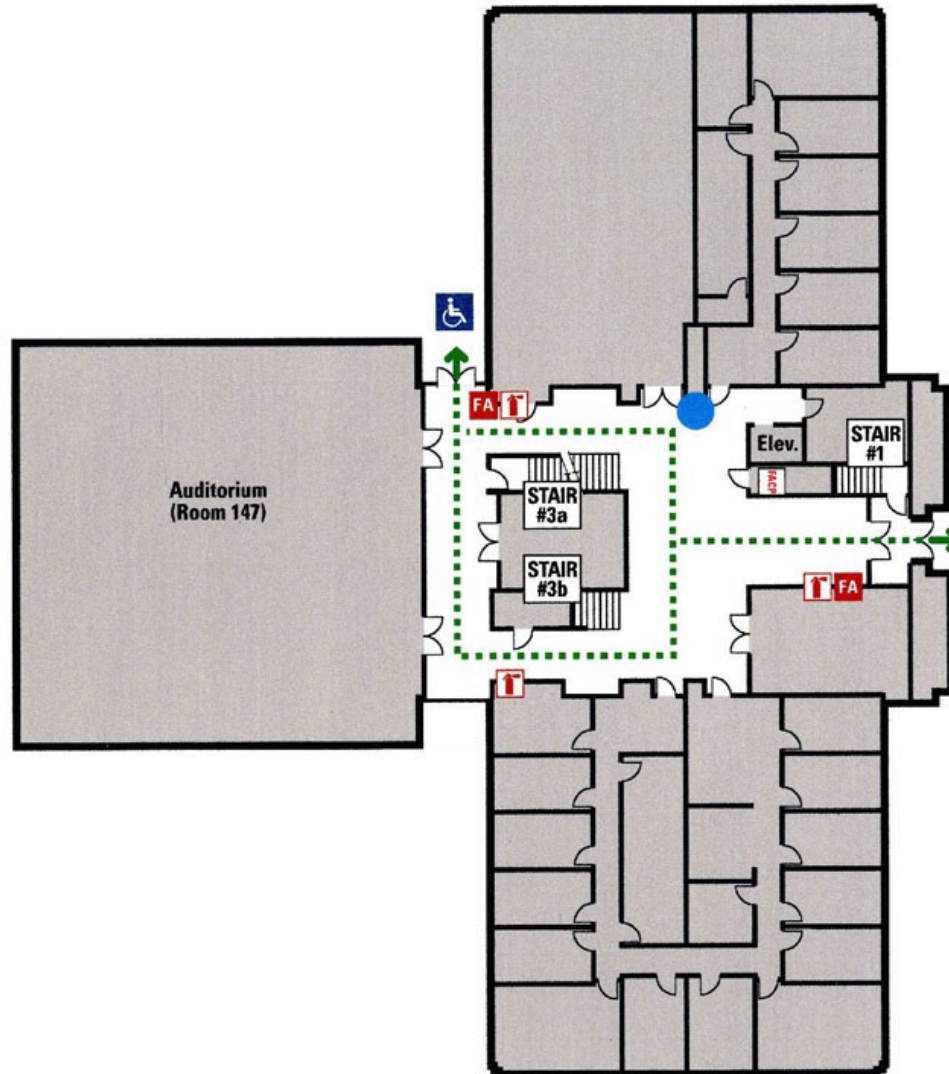
# Fire Alarms

- Fire alarms sound in a slow “whoop” and include strobe lights for people with hearing disabilities.
- When the alarm sounds, everyone must exit the alarmed area according to the evacuation routes.

# Evacuation Routes



# Evacuation Routes



DO NOT  
USE  
ELEVATORS

**DO NOT USE  
CENTRAL  
GOULD  
STAIRS**

**Use Fire Doors in  
NE, NW & SW corners**

# Evacuation Assembly Areas (EAP)

Gould Hall, Community Design & Annex—

During an evacuation, please proceed, in a calm manner to:

- The parking lot north of Gould (Campus Parkway & University Way NE by the bus bays).
- If the Evacuation Director finds the primary EAP unsuitable, you will be directed to:
  - The Campus Green West of Parrington Hall.
  - Please do not leave campus before being accounted for at the EAP.

# Evacuation Assembly Areas (EAP)

Architecture Hall—

During an evacuation, please proceed, in a calm manner to:

- Across Stevens Way in Parking Area C-7.
- If the Evacuation Director finds the primary EAP unsuitable, you will be directed to:
  - Red Square
  - Please do not leave campus before being accounted for at the EAP.

# Earthquakes

- DROP to the floor
- COVER your head
- HOLD your position
- After shaking stops, and if there is building damage, at the direction of the professor/lecturer, collect your belongings and evacuate using the evacuation route.
- Assemble at the Emergency Assembly Point.

# Power Outages

- The University campus power system has an emergency back up system that should be operational 60 seconds after a power outage.
- Stay in your seats and wait for power to return and allow your eyes to adjust to the lower light level.
- If the outage appears to be long term, evacuate similar to a fire.
- There is no need to rush: please take your time exiting the building.

# Suspicious Persons

- Architecture & Gould Halls have public hours, Monday – Friday 8:00 am – 5:00 pm. All other hours are closed to the public.
- Gould basement is restricted at all times to UW faculty, staff, students & their visitors.
- Call 911 if you are scared or uncertain of a potential threat. Never be embarrassed about calling: let the police determine the level of threat.

# Suspicious Person Behaviors

**Suspicious people are people you do not recognize that you see:**

- Entering rooms, offices, and labs, with no apparent business there.
- Tampering with door locks, windows, bicycles, and vehicles.
- Working on bicycles still locked up for a long period of time.
- Appearing to be scared, nervous or anxious.
- Looking inside of windows.
- Waiting outside near building entrances during the opening and or closing hours.
- Carrying weapons such as knives and or guns.
- Hanging out in restrooms for a long period of time.
- Linger in hallways for a long period of time.
- Refusing help.
- Sleeping on chairs, furniture or the floor. (Use discretion during exams).

# Response to Violence

## Evacuate or Shelter-in-Place?

- If it is dangerous to stay, evacuate (**Run Away**). Run away when the source of the danger is close to you but does not control escape routes (your personal safety is not threatened by running).
- Once at a safe location, call 911.

# Response to Violence

## Evacuate or Shelter-in-Place?

- If it is dangerous to leave, Shelter in Place (**Securely Hide**). Securely hide when the danger controls or blocks access to escape OR you don't know the location of the source.
- Lock or barricade the room to limit visibility/access from outside.
- Get down on the floor and out of the door line.
- Call for help 911.
- Wait for official notice that the danger is over.

# Domestic & Relationship Violence

Domestic violence refers to abusive behavior (by either a household member or dating partner) that is either physical, sexual, and/or psychological, and intended to establish and maintain control over an individual.

- 206-685-SAFE (206-685-7233) UW SafeCampus
- 1-800-562-6025 24-hour Washington State Domestic Violence Hotline

# Personal Safety Tips

- At night, try to stay in well-lit areas and use routes that appear more heavily traveled.
- Carry a safety whistle. Whistles are available at no cost from UWPD. If you are in trouble, you can simply blow your whistle to attract attention. If you hear a whistle being blown, immediately call 9-1-1 to report the location of the incident.
- Avoid walking alone through isolated areas such as: shortcuts through parking lots and deserted parks. Use the buddy system.
- Familiarize yourself with the locations of the campus' Code Blue Emergency telephones and the yellow emergency call boxes located in the parking garages. The emergency telephones are located on the university campus maps.
- Be aware of what is going on around you. If you suspect you are being followed, indicate your suspicion by looking behind you. If you are on foot, cross the street, change directions and head to a well-lit area or a place with people as soon as possible such as: a residence or academic building.

# Personal Safety Tips

- Follow your gut instincts; if your intuition tells you that you are at risk, try to leave the situation quickly. For example, if you see someone suspicious in a parking lot, building or anywhere on campus leave the area and call the UW Police at 911 from any campus phone. 9-1-1 calls from pay phones are free.
- If you enter an elevator and the person riding with you is making you uncomfortable, leave. Get off before the door closes and or leave at the next floor.
- Use the buddy system; when with a friend at a party and or when you are walking through campus at night, agree to watch out for each other and to leave the event together or in a group.
- Should you become a victim of a crime, call the police as soon as you safely can.

# Night Ride Shuttle

- 206-685-3146
- Utilize the Campus Safety shuttle service and use it when you feel uncomfortable walking alone.

# Husky NightWalk Program

## 685-WALK (9255)

- Husky NightWalk Program is a uniformed guard assistance program that uses full-time security guards to assist students, staff, and faculty members to various locations on campus and within a one-mile radius off campus.
- Although aiding primarily on foot, the guards have a mini van available to assist personnel via vehicle when needed.
- Equipped to lend a hand to people, with proper identification, who cannot get into their offices, areas, or vehicles for one reason or another.
- Assist with jump starts for dead batteries.
- When members from the campus community need help, call 685-WALK.
- <http://www.washington.edu/admin/police/security/>

# SafeCampus

The SafeCampus Program's mission...

...is to educate the campus community about dealing with violence and to provide a resource for workplace violence issues campus-wide.

- 206-685 SAFE (7233)

- <http://www.safecampus.washington.edu>