

# Coahoma Community College

## CAMPUS LOCKDOWN PROCEDURES

### Goal/Purpose of Lockdown

The purpose of a lockdown is to minimize accessibility to rooms/buildings on campus to reduce the risk of injury or danger to faculty, staff, students and visitors.

#### Decision to Lockdown

A lockdown would be initiated when deemed necessary by one of the following: The President of the College, Chief of Campus Safety or the Director of Student Engagement.

#### Incidents Requiring a Lockdown

- Person(s) armed with a firearm or weapon on campus property. ▪ Gunshots directed at or near the College campus.
- Police incidents involving dangerous person(s) that are adjacent to or within a short distance of the campus
- Intruders, hazardous chemical spills, gas leaks, electrical conditions, or disasters close to the campus.
- These examples are not absolute but reflect the type of situation that may require a lockdown.

#### Code Red

Code Red is a crisis term that will be used to initiate a campus lockdown. A Code Red will be announced by the building coordinator or by text message.

#### Code Red General Procedures

- Police and/or medical help will be summoned. Based upon the available information, Campus Safety will notify the appropriate agencies to assist with the situation.
- Building coordinators and custodial staff will lock and secure all exterior doors.
- Teachers will close doors immediately and create a list of students who are in the class. If the doors do not lock, use all available items, including desks, tables, chairs, etc., to barricade the doors. Teachers will close the shades in the classrooms, turn off the lights and keep students away from doors and windows.

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## Code Red General Procedures Cont.

- Any member of the College who is out of class or in between buildings needs to seek cover and protection.
- After the incident has been contained, an “All Clear” will be given by way of the building coordinators or by text message from the college.

## Final Thoughts

- Remain Calm
- Seek cover if you are in between buildings

### Non-Discrimination Statement

Coahoma Community College is an equal opportunity institution in accordance with civil rights and does not discriminate on the basis of race, color, national origin, sex, disability, age, or other factors prohibited by law in any of its educational programs, activities and employment opportunities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Taneshia T. Winston, as Director of Employee Services/Coordinator for 504/ADA, Title IX Compliance Officer, Office #A100, Vivian M. Presley Administration Building, 3240 Friars Point Road, Clarksdale, Mississippi 38614, Phone: (662) 621-4853, Email: [twinston@coahomacc.edu](mailto:twinston@coahomacc.edu).

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