



The Universities

AT SHADY GROVE

Active Shooter Procedures

USG Procedure | Approved April 2009, Amended May 2019

I. Purpose and Applicability

This procedure is designed to provide individuals with suggestions on how to better protect themselves during active shooter incidents and/or hostage situations.

II. Definitions

- a. *Active Shooter*: an individual or individuals who are actively discharging a firearm on campus, regardless of the intended target(s).

III. Procedure Statement

Active shooters can be one of the most dangerous and chaotic events on any college campus. Since USG has no armed police or security staff, we are dependent on the Montgomery County Police to respond and neutralize the threat. However, members of the community can take steps to help protect themselves during such a crisis. Follow the procedure below in order to better protect yourself during these crises.

IV. Procedure

USG subscribes to the policy, RUN, HIDE, FIGHT for active shooters. If you can escape from the incident location, do so (RUN). If you cannot run away from the incident scene, conceal yourself (HIDE) and make yourself as hard to find as possible. If you cannot escape or conceal yourself from the active shooter, be prepared to defend your life (FIGHT). This link contains additional information and a video (in English and Spanish) explaining Run, HIDE, FIGHT options.

<https://shadygrove.umd.edu/campus-resources/public-safety/active-shooter-info-video>

A. Quick Response Guide

a. RUN, if you can

- Leave the incident scene in a direction AWAY from the sound of gunfire.
- Do not stop to pick up any property
- Encourage others to leave with you, but do not let them slow you down.
- Get as far from the scene as you can
- If you are injured or wounded, you must get yourself away from the scene. Police/rescue personnel cannot attend to you, at the incident, until the threat posed by the shooter has been ended

- Do not try to leave USG in your car; responding emergency vehicles will need the roads
 - Call 911 and report what you saw and/or heard
- b. HIDE, if you cannot run
- If you cannot escape, HIDE
 - Turn off any nearby lights; lock any door that you can
 - Silence your cell phone
 - Stay calm and quiet and conceal yourself out of sight
 - Call 911 and give your location
 - Remain in place until the police come to remove you
- c. FIGHT, if you cannot run or hide and must act in the defense of your life
- When confronted by an actively shooting aggressor, you may have to act in the defense of your life
 - Attempt to control the shooter's weapon to prevent it from pointing at you or another person
 - Attempt to overcome and/or disable the shooter

B. Hostage Situations

- a. If you hear or see a hostage situation
- Immediately remove yourself from danger
 - Notify the police by calling 911 and provide the location of the incident, the number and description of hostage takers, the number of hostages and your name, location and phone number.
- b. If you are taken hostage:
- Remain calm, be polite, and cooperate with your captors
 - Do not attempt escape unless there is an extremely good chance of survival
 - Speak normally. Do not complain, avoid being belligerent and comply with instructions
 - Do not draw attention to yourself with sudden body movements, statements, comments or hostile looks
 - Observe the captor and try to memorize their physical traits, clothing or other details that can help provide a description
 - Try to establish a relationship with your captors and get to know them. Captors are less likely to harm you if they respect you
 - If forced, present demands to authorities, state clearly that the demands are from your captors. Avoid making a plea on your own behalf.
 - Try to stay low to the ground or behind cover away from windows or doors.