

CHC Active Shooter/Lockdown Drill Outline

Date: Friday, October 25, 2024, 2-4pm

Location: Crafton Hills College, LRC

Duration of Training: 2 hours

Preparation for Drill

- Communication
 - Develop a communication plan for CHC which encompasses both internal (staff and students) and external partners (visitors, Omnitrans, and local 1st responders) to ensure adequate pre-training messaging is delivered to all impacted individuals and communities. High priority will be given to ensuring individuals cannot mistake the training for a real situation.
- Run, Hide, Fight Training
 - Online training will be provided to participants regarding active shooter training via Keenan.
- Threat Walks
 - Employees who want to utilize the offer for “threat walks” on campus and/or in LRC, should contact Blake Bonnet. Department heads can book large groups to ensure efficiency.
 - Threat walks will cover the practical application of “run, hide, fight”, door locks, exit routes, scenarios, etc.
- Sign-ups
 - Create an event sign-up survey to account for all participants. This will allow for accurate localized RAVE training alerts.
 - RAVE messaging will be created by PD for this event.
 - This sign-up sheet should include an option for individuals who would like to observe from a nearby location, but not participate in the active training.

Drill

- Staging Area
 - The morning of the training, caution tape blocking off the training area, signage indicating that a training is occurring, a staging area, and an observation area will be set up.
- RAVE
 - A RAVE alert (Training: Run, Hide, Fight) will be sent to all individuals listed on the event sign-up at the start of the drill and at the end.
- Flow of the Simulation
 - Individual(s) representing the shooter will engage the building.
 - PD will engage the shooter and neutralize the threat.
 - PD will evacuate the building and escort individuals to the evacuation area.

- Photos
 - Photos will be taken throughout the training to include in the debrief report and any chosen social media posts.

Post Drill

- Debrief
 - A hotwash will occur with participants to review successes and lessons learned to improve future training.
- RAVE Training
 - Campus leadership/management, PD, and S&RM will meet to review and retrain on the RAVE system.
- Social Media
 - Campus leadership will discuss the option of social media posts/newsletter updates to highlight the proactive approach CHC takes regarding student and staff safety.