



Campus Lockdown Procedure Guide

Life threatening, hostile, or hazardous situations may arise which require the campus community to evacuate or seek shelter inside buildings and/or rooms within the campus. During an emergency, the Department of Public Safety may initiate a Campus Lockdown request.

Specific actions in the event of a Campus Lockdown:

- Leave threat area. Go to a safe location as far away from the danger as possible.
- Seek shelter in the nearest room where you are out of sight. Encourage others to seek shelter as well.
- If you are in a room, close and lock the door. Barricade the door if possible. Turn off the room lights, silence your cell phone, and stay away from doors and windows.
- Do NOT leave the room until directed by MCC Public Safety or Law Enforcement, unless it is no longer safe to remain in the room.
- Monitor emergency communications from MCC Public Safety via MCC Alert (text/e-mail), MCC Guardian, campus loudspeakers, and the College's website for additional information and instructions.