

# **CAMPUS EVACUATION**

## **Declaration of Evacuation/Closure**

In the event of a natural or man-made disaster, emergency or a special circumstance that poses a danger to the faculty, staff, or students of Northwest Mississippi Community College the President or his designee will make the decision as to whether or not to order the evacuation or closure of the College or a campus of the College.

The President will consult with campus administrators, Campus Police, and community assets as necessary to determine the extent and terms of the closure, and the segments of the campus community who will receive the notification. The President will, without delay, and taking into account the safety of the community, determine the content of the notification and inform the Vice-President of Student Services or the Director of Communications, who will initiate the notification system. The President may delay the issue of a notification if, in his professional judgment, the notification could reasonably be expected to compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The President may direct that all available campus resources assist in an evacuation or closure. The President may further request the assistance of community resources. These resources may include but are not limited to law enforcement agencies; college administrators, faculty or staff; county emergency management staff; or media outlets and weather services.

## **Notification of Evacuation/Closure**

Evacuation/Closure of the College may be communicated to the faculty, staff, students and others in the following ways:

- The Ranger Alert System to faculty and staff.
- Announcements made on radio and television stations.
- Information by calling 562-3314 or 562-3200
- Loudspeakers on Campus Police vehicles
- NWCC web page

## **Evacuation**

In the event of an emergency and it is determined the campus is to be evacuated/closed all non-emergency personnel are asked to evacuate as quickly as possible by way of the nearest exit.

## Evacuation Drills

The evacuation test procedures (these procedures may be simulated)

- The Vice-President of Student Services, or his designee, will initiate the test by use of the notification system.
- Building supervisors will clear their buildings of responsibility.
- Campus Police will clear the common areas of campus and assist in removing people from the campus.
- Campus Police will also lock the gates after the evacuation and prevent reentry on to campus.
- The test will continue until the Vice-President gives an all-clear message.

Each test will be documented with a description of the exercise, the date, time and whether it was announced or unannounced.

*Northwest Mississippi Community College does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or status as a veteran or disabled veteran in employment, program, or provision of services. Compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act is coordinated by Mr. Gerald Beard, Disability Support Services Coordinator, Tate Hall, P.O Box 5555, Highway 51 North, Senatobia, Mississippi 38668, telephone number 662-562-3309, email address gbeard@northwestms.edu. Compliance with Title II of the Age Discrimination Act and Title IX of the Education Amendments of 1972 is coordinated by Mr. Gary Mosley, Vice President for Fiscal Affairs, James P. McCormick Administration Building, P. O. Box 7017, 4975 Highway 51 North, Senatobia, Mississippi, 38668, telephone number 662-562-3216, email address gtmosley@northwestms.edu.*