**SAFETY ON CAMPUS**

South Dakota School of Mines & Technology is committed to the safety of our campus community. In times of potential emergency, you can quickly access appropriate campus-wide response to ensure safety and instill a sense of comfort in knowing that we do what is necessary to protect you. The following information is for your benefit and knowledge.

**Emergency Services**

- Safety Hotline: DIAL 394.6010, 24 hours to release excuses to anyone in need, day and night.

**SAFETY AWARENESS AND PREPARATION FOR A CAMPUS EMERGENCY**

Emergencies can occur at any time, often without warning. This information can help you deal with many emergency situations. Your preparedness judgment often determines whether an incident is an emergency, or merely a high inconvenience that requires little or no action. Stay calm and treat the situation as an emergency.

Be informed and familiar with the resources available. Be familiar with the important locations and buildings of your environment. Get ready to act appropriately.

- **Evacuation routes**
- **Exit location**
- **Severe weather severe areas**
- **Location of fire alarm**
- **Fire extinguishers**

**Emergency for Police, fire, or ambulance always DIAL 911**

1. Get out of immediate danger
2. Report situation
3. **DIAL 911 (911 on campus phone)**
   - **Explain the nature of the emergency**
   - **Phone number from which you are calling**
   - **Type of area**
   - **Answer all questions and do not hang up on the operator**

After hanging up emergency personnel notify Campus Safety at 394.6010. Watch for further instruction and decide on appropriate location. STAY OUT OF THE WAY.

To report an off campus emergency, DIAL 911. If you are threatened or attacked by a Campus Security/Technology personnel, campus police, or campus property, contact the Campus Safety at 394.6010.

**CAMPUS ALERT**

The South Dakota School of Mines & Technology has implemented a Campus Alert system for all students, faculty, and university personnel. Its purpose is to provide immediate notification of emergency situations.

- **Get out of immediate danger**
- **Report situation**
- **DIAL 911 (911 on campus phone)**

**Evacuation**

When instructed to evacuate or when alarms are activated, always leave immediately.

1. Exit quickly and safely using the nearest emergency exit.
2. Proceed to emergency assembly points (SAP).
3. Do not return to campus during the emergency.
4. Assist persons requiring evacuation assistance.
   - Be alert for trapped, injured, or other persons needing assistance.

**MEDICAL EMERGENCY**

- **DO NOT move the person unless there is a threat to life by leaving them do not move.**
- **If you are in a laboratory, keep the person calm, quiet, and protected.**
- **If possible, avoid contact with bodily fluids.**
- **Remain with the person until help arrives.**
- **If possible, send someone else to report the emergency.**
- **Notify Campus Safety 394.6010 at the earliest possible time.**

Automated External Defibrillators (AED)

- **Locate AED in your area**
- **If someone is unconscious**
- **Place the AED on the person**
- **If no one is available, attempt CPR.**
- **Take a clear shot.**
- **Send someone to retrieve the nearest AED.**
- **Open the AED cover and follow directions**
- **Continue CPR or delivering a shock**

**MEDICAL HEALTH CONSIDERATIONS**

Small fires and fires in the early stages might show up as white discoloration, disorientation, or confusion.

- **Do not attempt to retrieve valuables or use any elevators.**
- **Pull the nearest fire alarm.**
- **Fire Extinguishers-F.A.S.S.**

   - **Fire Extinguisher Instructions: P.A.S.S.**
   - **Place the AED on the person and connect using the nearest AED**
   - **Stay with the victims, until their safety is ensured and emergency personnel arrive to assist.**
   - **Stay calm.**
   - **Do not provide pain in any other injuries.**
   - **Be sensitive to the families and friends of the injured.**

**STUDENT WITH DISABILITIES**

If you have a disability that may impact your continuation and safety, please contact the Student ADA Services.

- **Counseling**
- **If you have a mental health crisis**
- **Talk with your professors.**
- **Let them know what you need.**
- **Inform the University personnel will provide counseling and other crisis services.**
- **Student ADA Services can provide counseling**
- **Use the nearest fire alarm.**

**SHELTER-IN-PLACE**

- **Notify the Campus Alert system.**
- **Always stay between the fire and the window.**
- **Never attempt to fight a fire larger than a wastebasket size; do not use any flammable materials.**
- **DO NOT open any doors that feel hot.**
- **Use wet towels or clothes to protect you from smoke and heat.**
- **Do not open any windows or doors.**
- **Do not open the door for anyone.**
- **When you are ready to evacuate**
- **Always stay between the fire and the window.**
- **Use the nearest fire alarm.**

**FIRE EXTINGUISHER INSTRUCTIONS**

- **Use the nearest fire alarm.**
- **DO NOT move the person unless there is a threat to life by leaving them do not move.**
- **If possible, avoid contact with bodily fluids.**
- **Remain with the person until help arrives.**
- **If possible, send someone else to report the emergency.**
- **Notify Campus Safety 394.6010 at the earliest possible time.**

**Fire Extinguisher Instructions:**

- **P.A.S.S.**
- **Place the AED on the person and connect using the nearest AED**
- **Stay with the victims, until their safety is ensured and emergency personnel arrive to assist.**
- **Stay calm.**
- **Do not provide pain in any other injuries.**
- **Be sensitive to the families and friends of the injured.**

**PANIC**

If you are a student with a disability, the campus will evacuate all students.

**Threats/Incidents**

- **Personnel warned to evacuate as instructed by University personnel.**
- **Campus Alert system.**

**BUILDING EVACUATION**

- **Close doors and windows**
- **Inform the nearest person**
- **Note the time you evacuated**
- **Turn off all heating, air conditioning units and/or fans.**
- **Tape off or barricade doors and windows around it.**
- **Do not use elevators.**
- **Extinguish any smoldering materials and cool off any hot surfaces.**
- **Do not open any doors that feel hot.**
- **Do not open any windows or doors.**
- **Do not open the door for anyone.**

**SAFETY AWARENESS AND PREPARATION FOR A CAMPUS EMERGENCY**

Campus Safety

Emergency Information

DIAL 605.394.2210

(Dial 99 on campus phones for all off-campus calls)

For more information, please visit:

http://emergency.sdsmt.edu/
**SEVERE WEATHER**

- Tornadoes: Understand your building's weather conditions and take appropriate action.
- Heat waves: Stay hydrated, wear light-colored, loose clothing, and limit exposure to hot temperatures.
- High winds: Stay indoors, keep windows closed, and avoid unnecessary outdoor travel.
- Heavy rain and flooding: Be cautious, avoid walking in floodwaters, and seek higher ground if necessary.
- Storms: Keep informed of weather updates and have a plan for evacuation.

**UNAUTHORIZED AERIAL ACCESS**

- Unauthorized aerial access is strictly prohibited on campus.
- Report any suspicious activity to Campus Safety.

**INVASIVE SOLICITATION**

- Residents may refuse solicitation on campus.
- Campuses and solicitors must comply with University regulations.
- Residents should report any violations to Campus Safety.

**PROPERTY PERSON PALM ACES**

- Keep your immediate area safe and secure.
- Lock doors and windows when not in use.
- Be aware of your surroundings.

**HOSTILE ATTACK**

- If you are in a potentially hostile situation, seek immediate and personal safety.
- Evacuate the area, if possible, and seek higher ground.
- Call 911 or other emergency services.

**BOMB/ANTHRAX THREAT**

- If there is a bomb threat, act quickly and calmly.
- Follow laws, regulations, and instructions provided by law enforcement.
- In the event of a bomb threat, evacuate the area immediately.

**CAMPUS SECURITY PROTOCOLS**

- Remember to always think it's suspicious, it's important to Report it!
- See Something? Call Campus Safety 605.394.6100 or 911.

**UNAUTHORIZED VISITOR**

- Unauthorized access to campus buildings or areas is prohibited.
- Report any suspicious individuals to Campus Safety.

**UTILITY EMERGENCY**

- In the event of an utility emergency, call Campus Services at 605.394.6100.
- Unauthorized access to utility systems is prohibited.
- In the event of a utility emergency, contact Campus Services.

**ELEVATOR SAFETY**

- If you are in an elevator that stops between floors or is stalled, remain calm and alert.
- Do not attempt to pry open the doors or force the elevator.
- If you are trapped in an elevator, use the intercom or call for assistance.
- Always follow proper emergency procedures.

**SOLICITOR**

- Solicitation is not allowed on campus without prior approval.
- Unauthorized solicitation on campus will result in disciplinary action.

**OTHER SAFETY TIPS**

- Carry a whistle or personal alarm for safety.
- Be aware of your surroundings at all times.
- Use common sense and stay vigilant.

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