POLICY GROUP:  NC500 – Health, Safety & Security

POLICY TITLE:  Imminent Threat

A. Background and Definitions

Every member of the college community has the right to study, work and conduct their activities in a safe environment. The primary concern during any Imminent Threat is the safety and security of all individuals on/in College property.

This policy works alongside the Emergency Response Handbook, Emergency Management Plan, and various procedures, all of which can be found on the College website with detailed information outlining procedures and responsibilities during various Imminent Threats.

Evacuation: A state in which all occupants are required to leave the building(s) in a quick, but safe and orderly manner. Evacuation is usually prompted by sounding the fire alarm.

Imminent Threat: Any incident or situation where it can be reasonably expected to cause serious physical harm and/or death, immediately or before cause of the danger can be defused (e.g. active shooter, hazardous spill, etc.).

Incident Management Team (IMT): A group of identified college employees who convene at the direction of the Senior Vice President, Corporate Services to assist with the response to Imminent Threats. The IMT supports campus operations, emergency communications and business continuity.

Hold and Secure: The College’s response to an ongoing situation outside that requires all individuals to remain in the building (e.g. robbery nearby). All movement into and out of the building(s) is restricted, with exterior doors locked, preventing entry and people inside the building(s) remain there. Normal operations may continue inside the building(s).

Lockdown: The College’s response to an active threat of serious violence that is perceived to exist within a college building(s), posing an immediate threat to the college community. Normal operations immediately cease.
Entry to the building is restricted to emergency services personnel and people inside the building(s) are instructed to take cover, hiding in a safe place, if they do not feel they can exit the premises safely.

Shelter in Place: Usually initiated during an environmental or weather related situation, Sheltering in Place is taking immediate shelter within a safe location indoors, and remaining there until given the all-clear or told to evacuate.
B. Purpose

When there is an Imminent Threat, immediate action may be required at any or all campuses/sites including: Evacuation, Lockdown, Hold and Secure, and/or Shelter in Place. This policy provides guidelines for responding to Imminent Threats.

C. Policy Statements

1. Niagara College is committed to the safety and security of all individuals in and on college property and will initiate the appropriate actions in response to an Imminent Threat.

2. All members of the College community are responsible for conveying information to Campus Security, related to potential or actual safety and security concerns, such as a suspicious person/package, or a potential situation which may result in danger to the College community.

3. Niagara College will maintain an Emergency Response Handbook to educate the College community on appropriate actions to maintain personal safety. All members of the College community are responsible for becoming familiar with the Emergency Response Handbook.

4. Niagara College is committed to supporting the unique needs of students and employees who have formally self-identified and require individual accommodation or support in Imminent Threats.

5. Niagara College will maintain an Emergency Response Plan to assist designated employees to respond effectively in Imminent Threats.

6. Response and control of an Imminent Threat will depend on the specific situation, and may require coordination with external agencies such as law enforcement, and/or first responders.

7. The College will ensure that members of the IMT, and designated employees are trained as appropriate for their responsibilities.

8. The College will ensure that education and awareness are provided so the College community are prepared to respond to an Imminent Threat.
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D. Related Documents:

Procedures:
- NC500 Active Threat / Lockdown
- NC500 Evacuation
- NC500 Hold & Secure
- NC500 Imminent Threat
- NC500 Shelter in Place

Other:
- Emergency Response Handbook
- Emergency Management Plan

E. Document History

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<thead>
<tr>
<th>Date</th>
<th>Approval/Review/Key Change(s)</th>
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<tbody>
<tr>
<td>November 28, 2019</td>
<td>Separation of policy &amp; procedure, general updates</td>
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<tr>
<td></td>
<td>Title change from “Imminent Threat: Shelter in Place / Hold &amp; Secure / Lockdown</td>
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