

San Diego City College Emergency Response Plan

1. Introduction:

The Emergency Response Plan (ERP) for San Diego City College is designed to ensure the safety and security of students, faculty, staff, and visitors in the event of emergencies. This plan outlines procedures for responding to various types of emergencies, including but not limited to natural disasters, medical emergencies, fire incidents, hazardous material spills, active shooter incidents, power outages, protests, and earthquakes.

2. Emergency Response Team:

The Emergency Response Team (ERT) is responsible for coordinating and implementing the ERP. The ERT consists of designated personnel from security, administration, facilities management, health services, and other relevant departments. Each member of the ERT has specific roles and responsibilities outlined in the ERP.

3. Communication Protocols:

A comprehensive communication plan is established to ensure timely and effective dissemination of emergency information.

Communication channels include text messages, emails, phone calls, loudspeaker announcements, social media updates, and the college website.

Designated communication coordinators are responsible for relaying updates and instructions during emergencies.

4. Emergency Response Procedures:

4.1 Natural Disasters (Earthquakes, Severe Weather):

Drop, Cover, and Hold On during earthquakes.

Evacuate to designated assembly points away from buildings and potential hazards.

Seek shelter in designated safe areas during severe weather events.

Train staff and students on evacuation routes and assembly points.

4.2 Medical Emergencies:

Call emergency services (911) immediately.

Administer first aid if trained to do so.

Designate individuals trained in CPR and first aid to assist.

Evacuate the area if necessary and provide access to emergency medical services.

4.3 Fire Incidents:

Activate the nearest fire alarm pull station.

Evacuate the building using designated exit routes.

Close doors behind you to contain the fire.

Assemble at designated assembly points for accountability.

4.4 Hazardous Material Spills:

Evacuate the affected area immediately.

Notify emergency services and the designated safety officer.

Seal off the area to prevent further contamination.

Follow decontamination procedures as directed by emergency responders.

4.5 Active Shooter Incidents:

Run, Hide, Fight protocol:

Run to a safe location if possible.

Hide in a secure area and barricade the door if evacuation is not possible.

Fight back as a last resort to incapacitate the shooter.

Call emergency services (911) and provide as much information as possible.

Follow instructions from law enforcement officers upon their arrival.

4.6 Power Outages:

Activate emergency backup power generators for critical facilities.

Prioritize power restoration to essential areas such as emergency exits and stairwells.

Provide emergency lighting and guidance to evacuate darkened areas safely.

4.7 Protests:

Designate specific areas for protests to ensure safety and minimize disruption.

Monitor protests closely and maintain open lines of communication with protest organizers.

Avoid confrontations and focus on de-escalation techniques.

Coordinate with local law enforcement for assistance if necessary.

5. Training and Drills:

Conduct regular training sessions and drills for staff and students to familiarize them with emergency procedures.

Include tabletop exercises and scenario-based simulations to test the effectiveness of the ERP.

Evaluate and document the results of drills to identify areas for improvement.

6. Post-Emergency Procedures:

Establish protocols for post-emergency recovery and support services, including counseling and mental health resources.

Conduct debriefing sessions with the ERT to evaluate the response and identify lessons learned.

Update the ERP based on feedback and lessons learned from real-world incidents.

7. Community Engagement:

Foster partnerships with local emergency response agencies, community organizations, and neighboring institutions.

Provide emergency preparedness education and training programs for students, faculty, and staff.

Encourage active participation and feedback from the campus community in emergency planning and response efforts.

8. Plan Review and Maintenance:

Conduct regular reviews and updates of the ERP to ensure relevance and effectiveness.

Incorporate feedback from drills, exercises, and real-world incidents into plan revisions.

Ensure all stakeholders are aware of and trained on the latest version of the ERP.

This comprehensive Emergency Response Plan (ERP) outlines procedures for responding to various emergencies and ensures that San Diego City College is well-prepared to handle any situation that may arise.