**ICS Form 201**

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| **Standard Operating Procedures Indoor Events** | |
| Call 911 to give specific information as the nature of the event. Call 911 even if Special Duty Officers are on scene.  Life Safety is the most important task when dealing with any event.  Power Outage  Utilize portable address systems, if available, to advise crowd.  Short Term: Advise people to stay in their seat/area until more information is available.  Long Term: If power issue will not be resolved in a short amount of time, announcement will be made if the event is cancelled.  Fire  Use portable address system to advise people of the situation and directions they need to follow during the event to move them away from the scene so they do not interfere with First Responders. Clear a path from the road to the scene so there is a clear path for First Responders. First priority of attendees and participants is Life Safety, not fighting the fire. It is best to evacuate the area instead of attempting to extinguish the fire. Follow building evacuation maps and move 100ft from the building.  Severe Weather  All OHSAA rules for weather events will be followed. The user’s representative will be responsible for monitoring the weather. In the event of severe weather, all occupants will move to the designated tornado safe areas of the building. All occupants will be encouraged to stay inside of the building until the event passes.  Disturbance  Fight – Notify Law Enforcement. On scene personnel will move towards the fight to direct bystanders away from the area.  Mass Injuries  Call 911. Clear a path for First Responders. First Responders will determine area for triage and treating the injured. Do not enter the affected area if the area is unsafe. If able, render First Aid until trained medical assistance arrives.  Shooter Event  If the shooter is in direct contact with occupants, on site school personnel, user representatives and First Responders will direct persons away from the shooter. US Homeland Security recommends Run, Hide, or Fight in these situations.  Threat  Bomb Threat – Call 911. Begin threat assessment process with First Responders to determine actions.  ADA Considerations  On site personnel will attempt to assist in moving attendees with limited mobility leave the area. Personnel will contact the Command Post if addition resources are needed and available. | |
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