TORNADO/NATURAL DISASTERS

AFTER BEING ALERTED BY THE WEATHER ALERT, CIVIL DEFENSE AND/OR THE TELEPHONE RELAY SYSTEM, DO THE FOLLOWING:

Prepare for emergency action in conjunction with campus police, local police department, local fire department and Vernon College administration.

Initiate retention or evacuation plan, depending on emergency.

- Instructors should take classroom roll and accompany class to designated shelter area if tornado.
- Assist special needs students.
- Once at the shelter area, everyone should sit facing the interior wall with knees and head down, hands covering face and head.
- Group should remain calm, stay together, and listen for instructions.
- Stay at shelter until instructed to move.

Campus police/facility/site coordinator should check restrooms and vacant classrooms.
Use battery powered radio for weather information.
Keep faculty informed.
Assign staff to answer phone inquiries.
Debrief with crisis team and plan student and staff follow-up