Sign up for Rave Alert
Receive immediate notice when a college emergency occurs. Go to www.bates.ctc.edu/EmergencyAlert to register your cell phone, home phone, and email address to receive alerts.

For police, fire or medical help, call Campus Public Safety at 253.680.7111 (x7111) or dial 9-1-1. If you call from a college phone, you must dial 9 to reach an outside line.
www.bates.ctc.edu/Emergency

Evacuation
• Go to the nearest exit to leave the building (or use an alternate exit if the nearest exit is blocked)
• Take personal belongings if it is safe to do so
• Do not use an elevator
• Assist people with disabilities or special needs, as you are able to do so
• Go to the designated assembly area and await further instructions

Lockdown
• Close and lock doors, turn off lights
• If possible, gather people in the immediate area who may be in danger
• Cover windows, close blinds, and find protective cover
• Leave computers and cell phones on with ringers silenced
• Stay quiet and out of sight, being mindful there could be an intruder who intends to cause harm
• Allow entry to others only if certain they are not a threat
• If you hear gunshots, lie on the floor out of sight, behind protective cover

Earthquake
• Drop, Cover and Hold under a table or desk, or against an inside wall
• After the shaking stops, check yourself and others for injuries and move toward the nearest exit
• Evacuate the building
• Do not leave the area/campus without reporting your status to your instructor or supervisor

Fire
• Activate the nearest fire alarm pull station
• Evacuate the building promptly
• Do not use the elevator
• Do not re-enter the building until you hear an all-clear message from college personnel

Power Outage
• Provide assistance to others as needed
• Move cautiously to a lighted area. Exits may be indicated by lighted signs in emergency power is operating
• Be aware of potential slip, trip or fall hazards

Hazardous Material
• Call Campus Public Safety at 253.680.7111 (x7111)
• Evacuate the area and move to a safe, upwind area, if possible
• Follow instructions of emergency personnel
• Alert others to stay clear of the area

Suspicious Person
• Call Campus Public Safety at 253.680.7111 (x7111)
• Be alert and prepare to give descriptive information about the person’s clothing, height, weight and their direction of travel
• Do not physically confront the person or block their exit
• Do not let anyone into a locked building or office

Medical Emergency
• Call Campus Public Safety at 253.680.7111 (x7111)
• Attend to the person. Do not move them unless they are in immediate danger.
• If qualified, assist as able with First Aid and CPR.