



BELMONT ABBEY COLLEGE

THAT IN ALL THINGS GOD MAY BE GLORIFIED

RESIDENCE LIFE EMERGENCY GUIDELINES

EVACUATION CHECK POINTS

Should the emergency alarm system activate a fire alarm sound, or college personnel request evacuation, react immediately:

1. Leave room, closing your door. Take keys but don't worry about personal belongings.
2. Walk quickly to the nearest exit encouraging others to do the same.
3. Report to your designated evacuation check point.
4. Follow direction of college personnel.

In case of an emergency, each building has a check point where all persons in the building are to meet safely when evacuated from the building. Please report immediately to the following areas in case of evacuation. Be prepared to move further from building as directed by emergency personnel. This meeting place is also used during fire drills:

O'Connell /Poellath – Blessed Mother statue in front of the Student Commons
Raphael Arthur- the RA parking lot
Cuthbert Allen Apartments- the CA parking lot
New Residence Halls – Baseball practice field/bridge over creek

FIRE

In case of a fire always remember:

R A C E- Remove, Alert, Contain, Extinguish

Be aware of all marked exits from you area and buildings, as well as the location of nearby fire extinguishers.

Know location of fire alarms.

For the person discovering the fire:

Extinguish only if you can do so safely and quickly. Use only the fire suppression equipment available. DO NOT use water on electrical fires. DO NOT attempt to fight fires involving possible explosives, toxic chemicals, or hazardous materials.

Direct the charge of a fire extinguisher toward the base of the flame.

P A S S – P ull, A im, Squeeze, S weep

If the fire cannot be extinguished:

Confine the fire by closing the doors

Alert Campus Police at 704-461-6200

Dial 911

Pull the fire alarm

For person evacuating from the immediate fire area:

Feel the door from top to bottom with the back of your hand. If it is hot, DO NOT proceed; go back.

If the door is cool, crouch low and open the door slowly. Close the door quickly if smoke is present so you do not inhale it.

If no smoke is present, exit the building via the nearest stairwell or exit.
Stay near the floor where the air will be more breathable.

TORNADO

Threat Assessment:

Tornado Watch- Conditions are favorable for a tornado. During a tornado watch everyone should be alert to weather conditions.

Tornado Warning – A tornado has been sighted in the area. Warning sirens will be initiated by Campus Police.

Take cover when you hear the sirens. Danger is imminent.

If you are outside a building when the sirens begins:

Move as quickly as possible to the emergency shelter area of the nearest building.

If there is not enough time to enter a building, get into a ditch or depression away from power lines and trees.

Lay as flat as possible. Duck and Cover. Remain in that position until the danger passes and the all clear signal is given.

If you are inside a building:

Stay indoors.

Do not handle flammable liquids in open containers.

Position yourself on the floor against the suite interior wall or closet, duck and cover until the danger passes and the all clear sign is given. Be prepared for debris caused by furniture, equipment, and other heavy objects.

These objects may block evacuation routes.

Be prepared for alarms to activate. This is common when facility damage occurs.

If directed to evacuate a building, students should move to the designated evacuation site for their building.

THUNDERSTORMS

Threat assessments:

Severe Thunderstorm Watch: Conditions are favorable for the development of severe thunderstorms.

Severe Thunderstorm Warning: Thunderstorms have been reported by the spotters or indicated by radar-imminent danger

If you are outside a building:

Move to the shelter area of the nearest buildings as quickly as possible.

Do not seek shelter under trees, near metal fences, or in exposed locations.

Avoid open fields and tall objects.

Avoid conductive objects, such as utility lines and metal pipes.

Do not handle metal objects.

If you cannot get into a building, seek shelter in a vehicle, ravine or ditch.

Stay away from water.

Do not park vehicles under electrical lines or trees.

If you are in an enclosed vehicle, stay inside it and avoid touching exposed metal parts.

If you are inside a building:

Stay indoors.

Stay away from open doors and windows, metal objects, electrical appliances, and any plumbing.

Avoid using land line telephones or computers. Lightning will travel through data lines.

Do not handle flammable liquids in open containers.

Telephone, computer equipment, and all other electrical equipment should be unplugged.

BOMB THREAT

If you receive a bomb threat by phone:

Do NOT hang up.

Remain calm.

Note the gender, ethnic background and age of caller.

Note background sounds/noises.

Ask as many questions as possible:

- When is the bomb going to explode?

- Where was the bomb placed?
- What does the bomb look like?
- Why type of bomb was placed?
- Where are you now?
- What is your name?
- Why was the bomb placed?
- Who placed the bomb?
- What will make the bomb explode?

If a written threat is received:

Save ALL materials- No matter what it is or how unimportant you think it is.

After you have obtained all possible information, call Campus Police at 704-461-6200. If you see a suspicious object, do not disturb it, and immediately call Campus Police. If said bomb is in your current location, move away from that location before using a cell phone to call Police.

FIRE ALARM

Be aware of all marked exits from you room and building.

Know designated meeting spots:

Poellath/O' Connell: the Blessed Mother statue in front of the student commons

Raphael Arthur: RA parking lot

Cuthbert Allen: CA parking lot

New Residence Halls: Baseball practice field/bridge over creek

Evacuate the building quickly and quietly.

Be aware of any residents with disabilities exiting the building, assist them if asked or needed.

SHUT ALL ROOM AND SUITE DOORS. MAKE SURE YOU HAVE YOUR KEY.

Be aware of any emergency personnel or vehicles that need to have access to the building.

Report to designated evacuation location and report to college personnel, be prepared to follow their direction.

Do not return to the building until instructed by college personnel to do so.

EMERGENCY CONTACTS

In case of a medical or criminal emergency always call 911 immediately and contact Campus Police at 704-461-6200. However, in case of less severe problems you can always stop by the Residence Life Office between the hours of 9 am and midnight. For general problems always contact your RA first.

*Your RA:

*Any RA in your complex:

- *RA on duty cell phone: 704-266-0727
- *Campus Police: 704-461-6200
- *Campus Ministry: 704-461-5094
- *Counseling Services: 704-461-5081
- *Crisis Hotline (outside resource): 704-867-4357
- *Health Services: 704-461-6877
- *Rape Crisis (outside resource): 704-864-0060
- *Residence Life: 704-461-7371
- *Student Life: 704-461-6724
- *Switchboard: 704-461-6700

SEVERE WEATHER

The region in which Belmont is located is prone to snow and ice storms during the winter months. Additionally, the area is prone to tornadoes. When the weather channel is predicting such a storm, please use good judgment when venturing out and regularly check your email if possible. Do not call Residence Life or Campus Police about closings. This ties up the phone lines and prevents these offices from dealing with the emergency as is necessary.

Everyone should use their personal judgment concerning travel.

Keep a flashlight accessible with batteries

Charge cell phones

Have extra blankets

Do not go outside unless necessary

In the event of a power outage, follow directions of the Residence Life Staff. They will have updated information about the current situation

It is recommended that you try not to leave campus

Alert Information

Listen To: WBT 1110 AM, WFAE 90.7 FM, WSOC 103 FM

Watch: WBTV Ch. 3, WSOC Ch. 9, WCNC Ch. 6

When the siren sounds, it issues a message twice. The message cannot be heard clearly indoors. We recommend that when the siren sounds go outside or open a window where you are in order to hear the message more clearly.

DO NOT REMOVE THIS FROM ROOM