



CERRITOS COLLEGE CAMPUS POLICE



For Students & Staff with Disabilities: Emergency Evacuation Procedures

The **Cerritos College Police and Facilities Departments** facilitate our annual emergency evacuation drill in order to help the Cerritos College community prepare for a large scale emergency. When an alarm sounds and/or strobe lights flash in a building, consider it a real emergency unless you have been apprised that it is an evacuation drill.

Following are the procedures for students and staff who will require assistance evacuating the building in an emergency.

During an evacuation drill:

- Proceed to the nearest stairway landing;
- Stay at the landing next to the Emergency Evacuation Chair (EvacuChair, mounted on upper floor walls or parked in basement of SS Building);
- Advise someone of your location;
- Wait there for instructions from the Building Marshal, who will then notify the Area Team Leader of the needed evacuation;
- The Area Team Leader will then dispatch this evacuation information to the Emergency Operations Center (EOC) personnel, who will then proceed with the drill procedures for such evacuations.

PLEASE NOTE: In order to avoid the possibility of injury, no one with an actual mobility disability will be physically moved for a drill.

When a real emergency occurs necessitating evacuation from an upper floor or basement:

- Proceed to the nearest stairway landing;
- Stay at the landing next to the Emergency Evacuation Chairs (EvacuChair, mounted on upper floor walls or parked in basement);
- Shout for help, if needed and if able;
- Ask someone to report your location to the Building Marshal;
- The Building Marshal will report your location to the Area Team Leader, who will dispatch this information to the Emergency Operations Center (EOC);
- Wait for a qualified safety evacuation member to arrive and provide assistance evacuating safely.

If you have any questions regarding Campus Safety or Emergency Preparedness, do not hesitate to call the Cerritos College Campus Police direct business line at (562) 924-3618 or visit our website at:

<http://www.cerritoscollege.us/>

Emergency Telephone Numbers:

Campus Police direct emergency line: (562) 402-3674 (Use when calling from a cell phone)

Campus Police emergency extension: 911 (Use when calling from a campus phone)

Campus Police non-emergency extension: 2325