

SIMPLE SAFETY PLAN

First Congregational Church, UCC, Waterloo, Iowa, Issued by Safety Task Force, 2017

FIRE SAFETY PLAN: a fire is detected!

- You determine if the fire can be put out with a nearby **fire extinguisher**.
- If it cannot, you **begin to exit the building** by the shortest route.
- You **pull the fire alarm** by the exit door as you go by it.
- You **call 911** to report the fire.
- You gather in the **south parking lot** by the church garage.

HEALTH CRISIS PLAN: Health emergency occurs!

- During a church service, **you report the crisis to an usher**.
- **Not** during church service, **you report the crisis to a church staff member or usher**.
- You **call 911** to report it **unless the person refuses** such help when asked.
- You assure that someone **greets EMTs** at the door and escorts them to the emergency.

WEATHER RESPONSE PLAN: Storm or related weather event imminent!

- If a **tornado warning** has been issued:
 - You move to the **dining room in the church basement**. If you cannot:
 - You move to a **windowless hallway** in the education wing, or:
 - You move to a **bathroom**, preferably without windows
 - You wait there until the “all clear” signal is issued
- **If NO tornado warning** has been issued, you are advised to **shelter where you are** (sanctuary, classroom, etc.)

DANGEROUS INTRUDER: Potential act of violence!

- If the intruder is **outside the building** -- **CALL 911**
 - **Ushers lock down** the building
 - You should **shelter in the building** wherever you are.
- If the intruder is **inside the building** – **CALL 911**
 - You should **safely exit the building** as soon as possible. If you cannot safely exit:
 - You should **hide in the building** as soon as possible. When you cannot hide:
 - If the intruder is encountered, You should **resist their violent intentions**

A MORE COMPLETE DOCUMENT CONTAINING THESE INSTRUCTIONS AND MUCH OTHER IMPORTANT INFORMATION IS AVAILABLE IN THE CHURCH OFFICE AND ON-LINE AT FIRSTCONGUCC.ORG