

# SHOOTING OR STABBING

## A. ASSESS THE SITUATION:

CALL 911.

NOTIFY THE PASTOR(S).

NOTIFY THE OFFICE OF CATHOLIC SCHOOLS.

**LET THE POLICE HANDLE ANY QUESTIONS REGARDING CRIMINAL INVESTIGATIONS. ADMINISTRATORS SHOULD FOCUS ON WHAT THE SCHOOL IS DOING AND WHAT IS GOING TO HAPPEN TOMORROW.**

- Be prepared to describe the situation.
- Indicate whether the perpetrator has been identified and isolated.
- Has the weapon been found or secured?
- Describe medical injuries.
- Give medical assistance until help arrives.
- Isolate witnesses with an administrator.
- Gather information.
- Secure the crime scene.

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## **B. WHEN THE AREA IS CLEAR AND THE EMERGENCY IS OVER:**

- Announce "All Clear."
- Prepare a written statement for students to take home.
- Designate a place for parents who arrive on campus.
- Hold a faculty meeting at the end of the day to inform and update the faculty and staff members.