

HILLS ROAD SIXTH FORM COLLEGE

Stay Safe Procedure

Firearms and weapons attack

Approved by the Principal:

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Post of member of staff responsible:

Assistant Principal (Resources)

The following 'Stay Safe' principles (Run Hide Tell) reflect the guidance from the National Counter Terrorism Security Office¹. It gives some simple actions to consider at an incident and the information that armed officers may need in the event of a firearms and weapons attack.

Run

- Escape if you can
- Consider the safest options
- Is there a safe route? RUN if not HIDE
- Can you get there without exposing yourself to greater danger?
- Insist others leave with you
- Leave belongings behind

Hide

- If you can't RUN, HIDE
- Find cover from gunfire
- If you can see the attacker, they may also be able to see you
- Cover from view does not mean you are safe, bullets go through glass, brick, wood and metal
- Find cover from gunfire eg substantial brickwork/heavy reinforced walls
- Be aware of your exits
- Try not to get trapped
- Be quiet, silence your phone
- Lock/barricade yourself in
- Move away from the door

Tell

Call 999 – What do police need to know?

- Location – where are the suspects?
- Direction – Where did you last see the suspects?
- Descriptions – Describe the attacker, numbers, features, clothing, weapons etc
- Further information – Casualties, type of injury, building information, entrances, exits, hostages etc

¹ Recognising the Terrorist Threat, July 2015

- Stop other people entering the building if it is safe to do so

Armed Police Response

- Follow officers' instructions
- Remain calm
- Can you move to a safer area?
- Avoid sudden movements that may be considered a threat
- Keep your hands in view

Officers may

- Point guns at you
- Treat you firmly
- Question you
- Be unable to distinguish you from the attacker
- Officers will evacuate you when it is safe to do so

Communications

When the situation allows various options will be used to communicate what is happening. These will include all or some of the following methods:

- Word of mouth
- Existing internal messaging systems – text, email, landline, mobile telephones
- Radio (limited distribution)

Further guidance available from:

The National Counter Terrorism Security Office:

<https://www.gov.uk/government/organisations/national-counter-terrorism-security-office>

Government publication (which also indicates current threat levels): Recognising the terrorist threat:

<https://www.gov.uk/government/publications/recognising-the-terrorist-threat/recognising-the-terrorist-threat>

Estates Bursar