

# Navajo Technical University

## Emergency Lockdown Codes

### **Code Yellow Lockdown:** When a threat or potential threat is OUTSIDE the campus

#### Procedures:

- Security check point at the main entrance; all visitors screened
- Lock all exterior doors; admit students/staff/faculty into buildings
- Classroom instruction and work continue for all school personnel
- Normal class/work schedule; allow students to pass from class to class
- Emergency Management Team will be present and direct students/staff to classrooms and workspaces
- Listen for further instruction from Security and Safety personnel
- Listen for **Code Green** signal from the EMR Team

### **Code Red Lockdown:** When a threat is INSIDE campus or school building

#### Procedures:

- Lock all entrances and exits to campus
- Lock all exterior building doors
- Lock all classroom doors, move to interior of building
- NO ONE is allowed access into or out of classrooms/workspaces
- Stay out of sight away from windows and doors
- Emergency Management Team will clear halls and direct students/staff/faculty
- Be silent, remain calm and wait for further direction
- If access to the building is compromised, seek nearest shelter
- Listen for **Code Green** signal from the EMR Team

### **Code Green:** When ALL CLEAR is announced from the Emergency Management Team

#### Procedures:

- Resume normal classroom instruction/work