Run
• Run, if you can
• Insist that others join you
• Leave your belongings.

Know your way around your building, and consider escape routes and alternative escape routes.

Hide
• If you cannot get away, then hide
• Go to the nearest room that can be locked. Lock the door and remain as calm as possible
• Hide your presence in the room – possibly by drawing the curtains
• Barricade the room with furniture and objects that effectively block the door
• Keep absolutely quiet, and put your phone on silent
• Stay away from the door.

Tell
• Call 1-1-2 and tell the police what they need to know
• Warn others if you can do so without putting yourself at risk.

When the police arrive: Follow the officers’ instructions, remain calm and avoid sudden movements that may be interpreted as threatening. Keep your hands visible.