

Emergency Evacuation/Severe Weather Plan for Students with Disabilities

In the event an emergency alarm is sounded in any Normandale Community College building, it is important each person understands where to go, and what to do to ensure a safe and timely campus evacuation.

Faculty Members:

Students who have a mobility disability or vision loss will have evacuation information designated on their OSD accommodation plan that you receive at the beginning of each semester. In an emergency evacuation, stay with students in need, and ask them if they have a Personal Safety Plan arranged with the Public Safety Office, or how you can best be of assistance during the evacuation procedure.

Students:

Normandale's Department of Public Safety offers students with disabilities the opportunity each semester to develop a Personal Safety Plan that may include the following safety interventions:

- A one-on-one meeting with Public Safety to discuss specific needs of the individual during an emergency.
- Campus maps of the areas the student frequents such as their classroom, study areas, or hangouts.
- Review of safety equipment that may be available to assist them in an emergency.
- A tour of evacuation routes, plus advice and tips for staying safe in an emergency on campus.
- **Public Safety can be contacted at extension 555, 952-358-8280 or call 911 for assistance**

Here are some basic emergency guidelines that can help in an emergency:

- **Never use elevators in a fire.** Most buildings on campus have a ground floor exit easily accessible, and those that do not are equipped with an evacuation chair that can be used to safely bring students down stairs who may have difficulty doing so on their own. Designated safe areas have directions, maps, an analog phone and space for at least two wheelchairs.
- The campus is protected by a fire sprinkler protection system. Smoke from a fire can be dangerous, so if possible, stay low and go.
- Severe weather shelter areas are usually on the lowest level of each building. Getting to one should be a priority. However, if time does not allow, bathrooms, closets and interior windowless rooms are also good options.
- Never hesitate to request help from Normandale staff. If they cannot assist, they may organize others who can.

Evacuation Exits:

- The first floors of all buildings have outdoor access.
- All areas on the second floor of the inner ring corridors have access to the outdoor courtyard area.

Designated Rescue Areas:

Below is a list of room numbers near elevators on floors without evacuation exits:

- **Science: S2384** - If it is not safe to exit to the courtyard
- **Library: L2700** - If it is not safe to exit to the courtyard, **L3700** (3rd floor)
- **College Services: C2100** - If it is not safe to exit to the courtyard or **C3045** (3rd floor)
- **Fine Arts: F2274**
- **Activities: A2579** - If it is not safe to exit to the courtyard
- **Partnership: P1808** (1st floor), or **P2816** (2nd floor)
- **Student Center:** go to Science Building - emergency exit near S1342 or elevator on 1st floor near room S1376 if path is blocked to the exit.

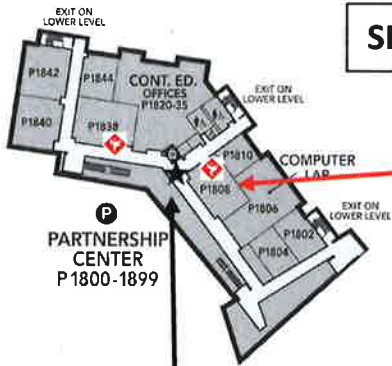
Severe Weather:

If you are NOT located on the ground level of a building, use the above rescue areas for severe weather, or if time does not allow, bathrooms, closets, interior windowless rooms are also good options. Please seek out the following exceptions in the event of severe weather:

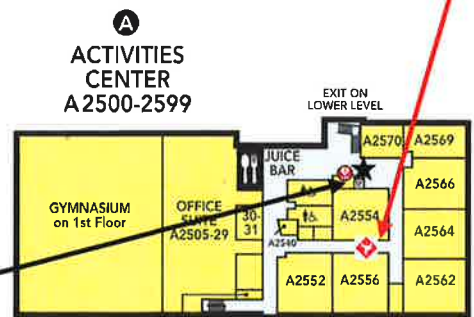
- Partnership Center: classrooms P1838, P1808, P2842, or P2802
- Library: hallway near L2756-L2760
- Activities: hallway between A2554 and A2556
- Kopp Student Center: go to Activities Building hallway

SECOND FLOOR

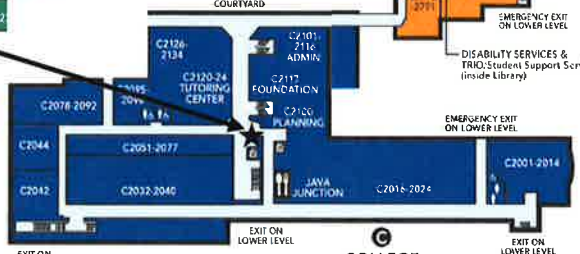
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Upper floor of Student Center connects to the lower floor of Science. Emergency exit located at south end of Science building.



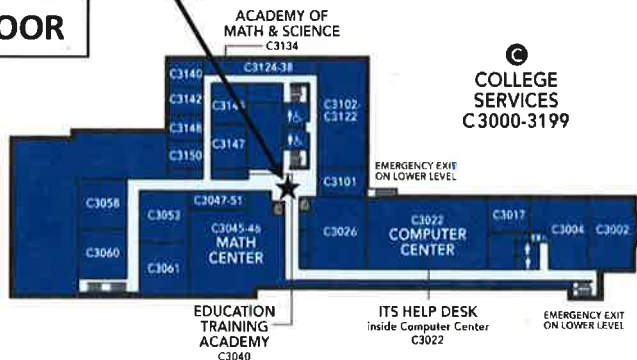
DESIGNATED RESCUE AREAS FOR EVACUATION



THIRD FLOOR



Access from inside Library L2701



TORNADO SHELTERS ON UPPER FLOORS

