Lockdown procedures help to minimize the spread of violence and increase the safety of university students, employees and visitors. Yet no one solution can meet the needs of every campus. Open campuses present formidable challenges to provide the level of safety that the public expects today. Although a campus-wide lockdown may not always be practical or even possible, individual buildings and sites can be secured when the proper procedures and technologies are deployed.

Multiple lockdown options can help to appropriately address an emergency or threat. A preventive lockdown can limit access to buildings and classrooms, yet allow classroom instruction to continue. Situations where information indicates an imminent danger call for an emergency lockdown.

In an emergency lockdown, actions may include:

- Deployment of public safety officers
- Engagement of law enforcement officials, if appropriate
- Cancellation of classes
- Patrol of the campus perimeter
- Closing of roads and entrances onto campus
- Lockdown of campus buildings and residence halls
- Evacuation of campus buildings and residence halls
Classroom lockdown

Steps to follow in an emergency lockdown
When you have initiated a lockdown, these steps can make a difference in the safety and wellbeing of students, staff and visitors. These steps should be included in personnel training and may also be performed in a lockdown drill.

- Stay in the classroom unless an all clear has been sounded or is authorized by a designated security official
- Leave the area, or the campus, if it is possible to do so safely. If unable to leave campus, direct them to proceed to an area that can be secured
- Call 911, if able to do so safely. If you are near an emergency call box, open it, and follow the instructions for use. Do not pull the fire alarm
- Lock all doors into the area. If it is not possible to lock the doors, place furniture and equipment in front of them to barricade them. Use whatever means possible to restrict entry to the room
- Move to the point in the room that is most distant from a door entering the room from the outside or from a corridor/hallway
- Close blinds and window treatments for concealment
- Turn off lights
- Put cell phones on vibrate, and if communication is needed, use text messaging only
- Remain under lockdown until advised by public safety officers or campus administration that the crisis has been resolved

In many cases, facilities may need modification to create more efficient security systems. This may involve installing new locks, such as those with a Classroom Lock function that enable lockdown from the inside, or other security technology solutions. In other cases, the solutions may call for architectural modifications, such as the addition of new walls or doors. Industry standards place a high priority on access control systems that enable classroom buildings to be locked down from a remote location in the event of an emergency.

Learn more about lockdown
For more information about ways to use door hardware and security technologies to support your lockdown procedures, please contact a professional security consultant in your area by calling 888.758.9823 or fill out the Contact Us form on our website at allegion.com.

About Allegion
Allegion (NYSE: ALLE) creates peace of mind by pioneering safety and security. As a $2 billion provider of security solutions for homes and businesses, Allegion employs more than 8,000 people and sells products in more than 120 countries across the world. Allegion comprises more than 25 global brands, including strategic brands CISA®, Interflex®, LCN®, Schlage® and Von Duprin®.

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