Emergency Response Guide Quick Reference
Cedarville University – Campus Safety & Security

**Emergency Phone Numbers**

- **Fire:** 911
- **Police:** 911
- **Non-Emergency:** 937-376-5111
- **Campus Safety:** 937-766-7992 (Office)
  - On-Campus: 999 (24/7)
  - Off-Campus: 937-239-6491 (24/7)
    - 8 AM – 12 AM – “O”
- **Poison Control:** 1-800-222-1222

**General Principles**

**General Principles When Calling 911 or 999:**
- Speak slowly and clearly.
- Tell dispatcher or officer your location: (251 N. Main St. – Cedarville Univ., provide specific loc., i.e. building, floor, room#, parking lot, etc.).
- Answer all questions & do NOT hang up until told to do so.

**Criminal Acts/Suspicious Persons**

- **Remain Calm**
- **Remember details:**
  - Description of person (eyes, hair, clothing, etc.), location, conversation
- **Call 999 and 911**

**Medical Emergency**

- **Medical Emergency**
  - If trained, begin first aid
  - **Call 911**
  - Have another person meet Campus Safety & EMS, to guide them to incident location

**Fire Alarm or Actual Fire**

- **Fire in building**
  - *Evacuate area*
  - *Pull Fire alarm*
  - *Use nearest exit or alternate safe route*
  - *Do NOT use elevators*
- **Fire alarm or strobes**
  - Evacuate area
  - **Call 911**
  - *Call from Assembly point or alternate building*
  - *Stay 100 feet away from building*

**Natural Disaster / Inclement Weather**

- **Natural Disaster or Inclement Weather**
  - **TORNADO WARNING:**
    - Severe weather has actually been sighted
  - **TORNADO WATCH:**
    - Conditions are favorable for development
  - **Seek Appropriate Shelter**
    - *Monitor News and Weather, Monitor Campus Alert messages*
  - **Avoid large rooms & 2nd floor or above locations**
  - **Stay Away from Windows**
  - **Seek Interior rooms and walls on lower levels**