



LOCKDOWN DRILL TALKING POINTS

A RESOURCE FOR TEACHERS



Explain why lockdown is effective:

- Allows time to gather critical information regarding emergency or location of intruder.
- Locked doors are extremely effective in slowing down intruders.
- Keeps an intruder away from the majority and provides police critical time to respond.

When alarm sounds or emergency is discovered:

- Explain importance of quickly and quietly clearing hallways while moving towards a more secure space with a locking door.
- Discuss what to do if in the bathroom. (If there is no locking door, leave immediately.)
- Explain options if outside the building when alarm sounds. Return to building or leave?

While in Lock-Down:

- Emphasize that doors should remain locked and unopened until “All Clear” is signaled.
- Explain the importance of remaining quiet. (Sounds can be muffled, distorted and absorbed in large buildings. It is very important to gather accurate information by listening closely and to avoid being singled-out due to making noise.)
- Emphasize the need to silence all phones. Make sure everyone knows how to do that.
- Identify all doors and whether they swing into the room or outward into the hallway.
- Discuss how you can block the door and make it difficult to open. (Consider using desks, cabinets and chairs. Electrical cords can be used to tie furniture to the door handle.)
- Discuss line-of-sight and what that means. (If intruder can see you, they can harm you.)
- Discuss the line-of-sight challenges of your specific space and identify recommended areas to hide.
- Verbalize what floor you are on and what room you are in. Explain importance of being able to communicate your exact location to parents or police.
- Identify the best exit options outside of the room and where each exit leads to. (I.e. parking lot, tree-line, fence, open field, etc.)
- Discuss realistic alternative exits and the challenges they present (such as windows and drop ceilings.)
- Demonstrate how the windows open and lock.
- Explain the difficulty of breaking commercial glass. (Most commercial glass is VERY difficult to break through. Smashing it can take time and be very noisy.)
- Discuss the usefulness and location of nearest fire extinguishers. (They can temporarily blind or impair the intruder and are located throughout every building.)
- Describe how to use a fire extinguisher. (Watch video if needed.)



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If in a large “common-space” room, such as a Gym, Cafeteria, or Auditorium:

- Explain that threats will most likely involve a single intruder.
- Point out the location of each door in the room and discuss the challenge of locking multiple doors, but also the advantage of having multiple exits.
- Identify best places to take shelter and emphasize avoiding the intruder if they enter.
- Identify locations of fire extinguishers in and around the space and explain how to use.
- If in cafeteria, show or explain the advised place to take shelter. (Many cafeterias use “Staff Only” kitchen spaces to shelter during a true emergency.)

If you are forced to run and escape:

- When running to escape, put objects between you and the intruder. Using the concealment of cars, trees and buildings will make it harder for someone to focus on you.
- If possible, avoid open spaces with clear lines-of-sight.
- Don’t stop, even if others do. Keep moving until you find the police or other safe shelter.
- If you see police, keep your hands high, visible, and free of phones or other objects.
- Don’t grab onto the police officers. Follow their instructions closely.

Discuss fight options:

- Explain a simplistic ambush plan if intruder enters room and forces a fight. (Someone goes low, someone goes high, someone goes for weapon. The concept of many against one.)
- Throw things (Books, chairs, anything solid that can be thrown.)
- Force gun barrel away from you and scream for help while fighting intruder so that police and others are aware of what is going on.
- If you are unable to fight, consider hiding or escaping when intruder is distracted.

Other considerations:

- Discuss importance of the accurate reporting of facts. Don’t guess, speculate, or repost information that you did not witness.
- Explain that false and inaccurate reports are common in emergencies and that they lead to delayed police responses and unnecessary harm.

If you learn someone is in crisis and may harm themselves or others:

- Photograph, record or document what you see and report to a parent or resource officer.
- If an imminent emergency call 9-1-1. (You can ask to remain anonymous.)