
From: smccd@email.getrave.com on behalf of SMCCCD District Notice <smccd@email.getrave.com>
Sent: Friday, March 21, 2025 8:06 AM
Subject: District Office and College of San Mateo Upcoming Violent Intruder Drill Announcement



Dear San Mateo County Community College District Office and College of San Mateo Colleagues,

The **SMCCCD Office of Emergency Management** will conduct campus-wide Violent Intruder Drills this semester to reinforce the “Hide” tactic in the Run, Hide, Fight strategy. Each college will have **one morning** and **one evening** drill to minimize disruptions and allow for preplanning.

Drill Details

- **Location: District Office and College Of San Mateo: Monday, March 24, 2025**
- **Morning Drill: 10:20am | Evening Drill: 7:20pm**
- No mock gunfire or actors will be involved. Any real threats should be reported to 911 immediately.

SMCCCD’s Emergency Response Strategy: Run, Hide, Fight

The **Run, Hide, Fight** strategy is a nationally recognized response framework for violent intruder situations:

- **Run** – If you can safely escape, do so immediately.
- **Hide** – If escape is not possible, secure yourself in a locked and barricaded location.
- **Fight** – As a last resort, be prepared to defend yourself using any means available.

This drill will focus on the “Hide” tactic, which is an essential component of this strategy. However, in a real emergency, individuals should assess their personal capacity, and situational awareness to determine the best

response. For more information on the District's Run, Hide, Fight Strategy, please view the [SMCCCD Violent Intruder Training Video](#).

What is a Lockdown/Barricade?

A **Lockdown/Barricade** is used for imminent threats of violence. It involves securing doors, using heavy objects for barricading, and **staying in place** until cleared by law enforcement. This response is appropriate for emergencies such as:

- **Gunfire or active threats**
- **Extreme violence near campus**
- **Immediate community dangers**

Drill Procedures

If Indoors:

- Receive AlertMe and PA notifications.
- Close and lock doors; activate lockdown buttons if available.
- Barricade doors with furniture or heavy objects.
- Stay silent, out of sight, and away from windows.
- Turn off lights and silence devices.
- Do not open doors for anyone until an official all-clear is given.

If Approaching a Locked Room/Building During the Drill:

- Do not knock or attempt to enter.
- Seek alternative shelter in another unlocked secured location.
- Remain silent and monitor emergency alerts.

If Outdoors:

- No need to train barricading outdoors.
- In an actual emergency: Drop to the ground, seek cover, and evacuate when safe.

After the Drill

- Unlock doors, reset lockdown buttons, remove barricades, and resume activities.
- Discuss safety protocols and answer student questions.
- Complete the post-drill feedback survey.

Building Captains' Responsibilities

- Assist in preplanning hiding places.
- Model proper drill participation.
- Monitor PA and RAVE notifications for effectiveness.

For additional questions, contact Ben'Zara Minkin at (650) 574-6634.

Thank you for participating and keeping our campus safe.



SAN MATEO COUNTY
COMMUNITY
COLLEGE DISTRICT

**Office of
EMERGENCY MANAGEM**