



Training Solutions, Delivered!

ACTIVE SHOOTER: *Surviving An Attack*

**Leader's Guide, Fact Sheet
& Quiz**

Item Number: 4830

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This easy-to-use Leader's Guide is provided to assist in conducting a successful presentation.

PREPARING FOR THE MEETING

Here are a few suggestions for using this program:

- a) Review the contents of the Fact Sheet that immediately follows this page to familiarize yourself with the program topic and the training points discussed in the program. The Fact Sheet also includes a list of Program Objectives that details the information that participants should learn from watching the program.
- b) If required by your organization, make an attendance record to be signed by each participant to document the training to be conducted.
- c) Prepare the area and equipment to be used for the training. Make sure the watching environment is comfortable and free from outside distractions. Also, ensure that participants can see and hear the TV screen or computer monitor without obstructions.
- d) Make copies of the Review Quiz included at the end of this Leader's Guide to be completed by participants at the conclusion of the presentation. Be aware that the page containing the answers to the quiz comes before the quiz itself, which is on the final page.

CONDUCTING THE PRESENTATION

- a) Begin the meeting by welcoming the participants. Introduce yourself and give each person an opportunity to become acquainted if there are new people joining the training session.
- b) Introduce the program by its title and explain to participants what they are expected to learn as stated in the Program Objectives of the Fact Sheet.
- c) Play the program without interruption. Upon completion, lead discussions about your organization's specific policies regarding the subject matter. Make sure to note any unique hazards associated with the program's topic that participants may encounter while performing their job duties at your facility.
- d) Hand out copies of the review quiz to all of the participants and make sure each one completes it before concluding the training session.

**4830 ACTIVE SHOOTER:
Surviving An Attack
FACT SHEET**

LENGTH: 15 MINUTES

PROGRAM SYNOPSIS:

All too often these days, we hear about new "active shooter" incidents, multiple shootings committed in nightspots, public areas and workplaces, where innocent people are injured and killed. Active shooter situations can occur anytime, anywhere and to anyone. It could even happen at your facility. That's why employees need to know what to do to survive one of these situations. Law enforcement groups have developed a list of proven "do's" and "don'ts" that can help people come through an active shooter incident alive. This program provides step-by-step explanations of the survival techniques that law enforcement agencies recommend to help people get through an active shooter incident safely.

PROGRAM OBJECTIVES:

After watching the program, the participant should:

- Understand the dangers posed by active shooter incidents.
- Know skills they can develop to help them survive an active shooter incident.
- Understand the importance of taking quick and decisive action in an active shooter situation.
- Know what to do to protect themselves if they come under fire during an active shooter incident.
- Understand the three main survival options that are available to them in active shooter situations.
- Know specific steps they should take to pursue these survival options.
- Know what they should and shouldn't do when the police arrive at an active shooter incident that they are involved in.

PROGRAM OUTLINE:

BACKGROUND

- **All too often these days, we hear about them on the news, "active shooter" incidents.**
 - Multiple shootings committed in workplaces, nightspots, public areas.
 - Innocent people injured and killed.
- **What if one of these situations takes place when you're there? What should you do to survive?**
 - Law enforcement groups have developed a list of proven "do's" and "don'ts" that can help you come through an active shooter attack alive.
- **An active shooter is someone who is "actively engaged" in killing or attempting to kill people in a confined and populated area.**
 - In most cases, they use a firearm.
 - Their selection of victims may be completely random.
- **The place they choose for their shooting may appear random as well.**
 - But the one constant about active shooter attacks is that they're unpredictable.
 - They can occur anytime and anywhere, to anyone.
- **Most of these incidents last only 10 or 15 minutes, so they're usually over before law enforcement arrives on the scene.**
 - That means you must be able to help yourself when trouble starts.
 - You can start getting ready for it now.

PREPARING FOR THE UNPREDICTABLE

- **First, you should be mentally prepared to act if an emergency strikes.**
 - Taking quick and decisive action is a crucial survival skill.
- **One of the first things you should do is to start practicing "situational awareness" wherever you go:**
 - Be aware of your environment.
 - Pay attention to what's going on around you.
 - Look for things that seem odd or out of place, or that could be dangerous.
- **Situational awareness also includes knowing at least two ways to escape from wherever you are, at all times.**

- **Studies show that the most successful way to get out of trouble in an active shooter situation is to run away, but you need to know where to run to.**

- Make a habit of knowing how to "get out", whether you're at work or at play, in private homes, public places, even outdoors.
- This can help you to act quickly and decisively in an emergency, and that can save your life.

RECOGNIZING GUNFIRE

- **The sound of gunfire is often the first clue that an active shooter attack has begun nearby.**
 - Would you recognize the sound of a gunshot if you heard one?
 - They can be hard to recognize.
- **There are ways to sort out gunfire from similar loud noises. Just remember this:**
 - When someone pops a paper bag, it's just a single "bang".
 - When a pack of firecrackers goes off, the "bangs" are usually very rapid, with an uneven rhythm.
- **Multiple gunshots are usually different.**
 - Fast or slow, they typically come in a steadier, more deliberate pattern, because the shooter is trying to hit specific targets.
 - Even automatic weapons fire maintains a steady rhythm, though it may come in short "bursts".
 - So multiple "popping" sounds that come in deliberate patterns are a danger signal.

RESPONDING TO AN ATTACK

- **But you could have no audible warning at all.**
 - An attack may begin when you're in the same room or general area as the shooter.
- **Where you are when shooting begins has a lot to do with what your best survival options are.**
- **Whether you're in a building or outdoors, you have the same three options for survival, run, hide or fight.**
 - You should pursue them in that order.
 - Fighting is always the last resort.
- **If, in fact, you are in the same room or general area as the shooter your main objective will be to get out of there.**
- **Remember, you must act immediately.**
 - It's natural to be afraid, but "freezing up" can get you killed.
 - The longer you hesitate, the greater the danger.
- **If you're under fire, "take cover".**
 - Get behind a wall, a car, a piece of heavy furniture, planter or other solid obstacle... something that will hide you and protect you from bullets.

RUNNING FROM A SHOOTER

- **If you think you can escape from the active shooting area, run as fast as you can away from the shooter, towards the "way out".**
 - Don't stop to grab your wallet, purse or other belongings.
 - Just go.
- **If the shooter sees you, keep running. Don't stop!**
 - If possible, put some cover between yourself and the shooter as you move.
- **You can also try to make yourself a harder target by zig-zagging or crouching, but the most important thing is to run just as fast as you can.**
 - Encourage others to do the same.
 - But get out of there regardless of whether other people are running or not.
- **If you see someone who looks "frozen" or disoriented, grab them and pull them along with you if you can.**
- **As you go, you want to prevent anyone from entering the area as well, unless they are security personnel or law enforcement.**
- **Don't stop running until you are far away from the danger area.**
 - When you're safe, call 911 and report the situation.

HIDING FROM A SHOOTER

- **"Running" to escape from a building or get away from the area outdoors may not always be possible.**
 - For instance, the active shooting area might be between you and the exit, or your escape route could be physically blocked.
 - Running may also not be an option if you have a group of children with you, or you're physically disabled.

- **Your next option is to hide from the shooter.**
- **The situation may require you to hide quickly, wherever you can, such as in a cab of a truck, in back of a cubicle partition, or behind a piece of equipment.**
 - A good hiding place will keep you out of the shooter's sight as well as protect you from gunfire.
- **Shooters are looking for easy targets.**
 - The harder you make it for them to get to you, the less likely they are to try.
- **If possible, go into a room and close the door quietly behind you.**
 - If you are already in another room when the attack begins and cannot safely exit the building, stay there.
- **Lock or barricade all doors to the space.**
 - If a door has no lock, place heavy objects such as chairs, desks or other furniture against the door, so it can't be pushed open from outside.
 - If other people are hiding in the room, you can work together to get these things done quickly.
 - If a door has a hydraulic door closer, you can use a belt to tie the arms together so that it can't open.
- **Then do as many of the following things as possible to make the room safer:**
 - Turn out the lights so the room appears to be unoccupied.
 - Turn off any sources of noise, such as a radio or television, that could attract a shooter's attention.
- **At that point, you should call 911.**
 - If possible, tell the dispatcher where the shooter is, so they know where to send help.
 - Try to make your 911 call via a landline, so the police can determine where you are by tracing the call.
- **Look for something sharp or heavy you can use as a weapon, just in case.**
 - Possible weapons include a letter opener, fire extinguisher, wrench, scissors or hammer.
 - You could even break a mirror from inside a handbag.
- **Get behind a large object if you can, such as a partition, under a piece of furniture like a desk, or inside a closet.**
 - Remember, if you can see the shooter, they can probably see you.
- **Silence your cell phone, be still and do your best to stay calm.**
 - The sound of heavy breathing or crying can alert a shooter to your presence.
- **Then wait. Stay hidden until the police arrive and take control of the situation.**

FIGHTING A SHOOTER

- **If an active shooter manages to find you in your hiding place, you are going to need to fight for your life.**
 - It's not easy or pleasant to think about this situation.
 - You may not believe that you're capable of violence, but avoiding the issue will not save your life.
 - If you don't do anything when the shooter finds you, you'll more than likely be killed.
- **Don't try to "reason" with a shooter.**
 - The crime they're committing shows they're not reasonable and not likely to be merciful.
- **Your best chance of survival is to incapacitate the shooter by fighting back.**
- **Attack the shooter physically and aggressively with whatever weapon you have, even if it's only your fists.**
 - Aim your blows at their face, eyes, neck, shoulders and arms.
- **If there are multiple people hiding with you in the room, everyone should attack the shooter together.**
 - Strength of numbers can be a significant advantage in disarming and subduing a shooter.
- **Then get out of the room and run to safety.**
- **If you're the victim of an active shooter attack, you'll naturally feel excitement and relief when law enforcement personnel arrive on the scene.**
 - Remember, the officers are highly trained professionals with specific jobs that they must do in a certain order.
 - They will have only basic information about what has happened and "who is who".

WHAT TO DO WHEN THE POLICE ARRIVE

- **The first police personnel on the scene of an active shooter situation are going to be entering a "high threat" environment.**
 - Their job is to neutralize the shooter and secure the location.
 - They are not there to help the wounded or comfort people who are distressed.
 - Those tasks will be performed by EMTs and other first responders.
- **If you go running towards a policeman, they can easily mistake you for a threat rather than a victim.**

- Don't make any quick movements toward them.
- Don't carry anything that could be mistaken for a weapon.
- **Make sure your hands are empty and visible.**
 - Hold them up and spread your fingers.
 - Avoid pointing and screaming or yelling.
 - Do not try to hold onto the officers.
- **In a high threat situation, an officer may knock you to the ground to protect you.**
 - Under the circumstances, good manners are not a priority.
- **Answer the officers' questions.**
 - Tell them what you know.
 - Do exactly what they tell you.
 - Do not argue with them.
- **Eventually, you can proceed out of the incident area in the direction that the police came from.**
- **At that point you will most likely be held in a safe location or "assembly area" until the situation is under control, and witnesses have been identified and questioned.**
 - Do not leave the assembly area until the authorities say that you can go.

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ANSWERS TO THE REVIEW QUIZ

1. b
2. a
3. a
4. a
5. b
6. a
7. a
8. b
9. b
10. a

**ACTIVE SHOOTER:
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REVIEW QUIZ**

The following questions are provided to determine how well you understand the information presented in this program.

Name _____ Date _____

1. Active shooter incidents typically last long enough for police to arrive and take control of the situation.
 - a. True
 - b. False

2. Studies show that running away to safety is the most successful way to survive an active shooter incident.
 - a. True
 - b. False

3. If possible, you should know at least two ways to escape from wherever you are at all times.
 - a. True
 - b. False

4. Your three main survival options during an active shooter incident are run, hide and fight.
 - a. True
 - b. False

5. An active shooter typically gives some type of warning to bystanders before beginning an attack.
 - a. True
 - b. False

6. You can improve your chances of surviving an active shooter incident by acting quickly and decisively.
 - a. True
 - b. False

7. If an active shooter sees you escaping, you should keep running and try to put cover between yourself and the shooter as you go.
 - a. True
 - b. False

8. If you pass someone who looks who looks "frozen" or disoriented as you are running away, you should ignore them and keep running.
 - a. True
 - b. False

9. If you can't run to escape from an active shooter, your next best option is to try and physically attack them.
 - a. True
 - b. False

10. To fight back against an active shooter, you must attack them physically and aggressively, using whatever weapon you can find.
 - a. True
 - b. False