Purpose: The purpose of the Emergency Notification Policy is to provide basic structure and procedures to guide the notification of the campus community in an emergency.

Scope: This policy applies to the campus community. Types of incidents could include but are not limited to emergencies such as: an active shooter on campus, hostage/barricade situation, a riot, suspicious package with confirmation of a device, a tornado, a fire/explosion, suspicious death, structural damage to an Academy owned or controlled facility, biological threat (anthrax, etc.), significant flooding, a gas leak, hazardous materials spill, etc.

Accountability: Upon notification of an incident, the Academy President, VP of Administration and Finance, Chief of Police, and Public Relations Officer will develop content and use available communication systems to make the designated notification.

Policy Statement: It is the policy of the Academy to provide basic structure and procedures to immediately notify the campus community or the appropriate segment(s) of the campus community that may be affected by the occurrence of a serious crime, a natural disaster, or a man made emergency that poses an immediate threat to the community.