

Cable Road Alliance Church – Shelter-in-Place Plan

Shelter-in-place procedures shall be instituted when external hazards exist which prevent safe exit from the church building. These hazards may include: severe weather risk, civil unrest, airborne contaminants, or other physical hazards.

1. Shelter-in-place procedures will be instituted by the church leadership as deemed appropriate. This decision is usually made in conjunction with local Law Enforcement, Fire/EMS Agencies, or Emergency Management Agencies.
2. Designated individuals will be posted at all doors to prevent occupants from leaving the building.
3. In situations where the outdoor emergency siren is sounding, shelter-in-place procedures will be instituted until it has been determined that the situation is clear.
4. In situations where the physical structure of the church is at risk, i.e. severe storms, tornado, earthquake, all occupants will be moved to the most structurally sound part of the building. These areas have been determined to be:
 - a. Basement of sanctuary
 - b. Central hallway and restrooms in office wing
 - c. Hallway/restroom area near Fellowship Hall
5. In situations involving outside airborne contaminants, all HVAC air systems will be turned off as soon as possible. HVAC shut-offs will be clearly marked and key leadership individuals should receive training in the shut-down process.
6. A supply of bottled water and food/snacks should be kept on hand and made available in the case of a prolonged shelter-in-place situation. A battery operated radio and flashlights/fresh batteries will be kept in the office area for situations involving power outage.