



Policy & Procedure

Title	Loss Prevention 11 - Active Shooter
Purpose	This policy provides guidance for responding to an active shooter situation to protect the safety of Team Members and guests. Active shooter situations are unpredictable and evolve quickly, requiring immediate action to minimize harm and support law enforcement responses.
Who Does This Impact	Campus Head Coach Head Coach Assistant Coach Team Captains Teammates Field Leaders
Definitions	Active Shooter: An individual actively engaged in shooting or attempting to shoot individuals in a confined and populated area. Run, Hide, Fight: A standardized response approach used during an active shooter situation that prioritizes evacuation (Run), securing a safe location (Hide), and taking defensive action as a last resort (Fight).
Awareness & Preparedness	• Team Members must always remain aware of their surroundings to determine the safest course of action during an active shooter situation. • Active shooter situations are often resolved within minutes, and individuals must be prepared to act before law enforcement arrives. • Customers may follow the direction of Team Members and leadership during an emergency.



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Response Action: Run, Hide, Fight

Response Actions: Run, Hide, Fight Run (Evacuate)

If the shooter is inside the store and a safe escape path is available, evacuate the premises.

- Evacuate regardless of whether others follow.
- Leave personal belongings behind.
- Assist others if possible.
- Prevent individuals from entering the affected area.
- Keep your hands visible.
- Follow all instructions from law enforcement.
- Do not attempt to move injured individuals.
- Call 911 when in a safe location.

Hide (Shelter in Place)

If evacuation is not possible or the situation is unknown:

- Lock the front doors if possible.
- Move Team Members and customers to a secure area such as a stockroom, bathroom, or office.
- Use spaces with lockable doors when available.

To secure the area:

- Lock doors
- Block doors with heavy objects

If the individual is nearby:

- Silence cell phones
- Turn off noise sources
- Hide behind large objects
- Remain quiet.
- Use store cameras if available.
- Wait for an official "all clear" from law enforcement or mall security.

If unable to run or hide:

- Remain calm.
- Call 911 if possible.
- If unable to speak, leave the line open.

Fight (Last Resort)

As a last resort, and only when there is an immediate threat to life:

- Take action to disrupt or incapacitate the individual.
- Use available objects as improvised tools.

Act with commitment and intent.



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Law Enforcement Response	When Law Enforcement Arrives • Law enforcement will proceed directly to the source of the threat. • Officers may be in tactical gear and may use force to control the situation. • Officers may issue commands and take physical control of individuals for safety. How to Respond • Remain calm and follow all instructions • Always keep hands visible. • Do not make sudden movements. • Do not approach officers. • Do not stop to ask for help—continue evacuating as directed. Information to Provide Law Enforcement If safe to do so, provide: • Location of the individual. • Number of individuals involved. • Physical description. • Type of weapons. • Number of potential victims.
Post Incident Expectations	• Initial responding officers will not assist injured individuals. • Additional emergency personnel will provide medical assistance. • Individuals may be required to remain on-site until released by law enforcement. • Do not leave until you are instructed.
Leadership Responsibilities	During an active shooter situation, leadership must be prepared to: • Take immediate action. • Remain calm and provide direction. • Lock or barricade doors as needed. • Evacuate Team Members and customers using preplanned routes. • Once safe, document the incident in NetSuite.



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Recognizing Potential Workplace Violence

An active shooter may be a current or former Team Member or an acquaintance. Awareness of behavioral indicators can help identify potential risks.

Team Members should notify Employee Relations if concerns are observed.

Potential Indicators of Violence

- Increased use of alcohol or illegal drugs.
 - Increased absenteeism or vague health concerns.
 - Decline in appearance or hygiene.
 - Withdrawal or depression.
 - Resistance to policy or procedural changes.
 - Repeated policy violations.
 - Severe mood swings or unstable behavior.
 - Outbursts of anger or rage.
 - Suicidal comments or statements.
 - Paranoia or distrust of others.
 - Escalating personal or financial issues.
 - Discussion of prior violent incidents.
 - Sympathy toward violent behavior.
 - Increased discussion of weapons or violent acts.
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