Emergency Procedures for Camps on the KU Campus

Weather Emergencies Definitions:

Severe Thunderstorm Watch – is issued by the National Weather Service when conditions are favorable for the development of severe thunderstorms in and close to the watch area.

Severe Thunderstorm Warning – is issued when either a severe thunderstorm is indicated by weather radar or a spotter reports a thunderstorm producing hail one inch or larger in diameter and/or winds equal or exceed 58 miles per hour. Therefore, people in the affected area should seek safe shelter immediately.

Tornado Watch – is issued when conditions are favorable for the development of tornadoes in and close to the watch area.

Tornado Warning – is issued when a tornado is indicated by weather radar or sighted by spotters.

For weather emergencies, including severe thunderstorms and tornado warnings, be sure that your campers have the following basic information:

If you’re in a building
- Stay indoors.
- Go to the lowest floor in the building.
- Stay in the interior hallways.
- Keep away from exterior doors and windows. Put as many walls between you and the outside.
- In cases of tornado warnings, get under a sturdy table or piece of furniture if possible and always protect your head and neck with your arms.
- Stay with your fellow campers.

In University buildings equipped with voice emergency notification systems, a take cover message will be activated when a tornado warning is issued for the Lawrence area.

If you are outdoors when a tornado warning is issued or sirens are sounding
- Take cover in a pre-designated shelter or the lowest level of a nearby building.
- If those are not accessible, lie in a ditch or depression away from trees and power lines and cover your head and neck with your arms.

In cases of tornado warnings, remain where you are until the expiration of the tornado warning is given by local radio stations (KANU/KLWN), police or other official sources of information. In University buildings equipped with voice emergency notification systems, remain where you are until an expiration of the tornado warning message is given.

Siren testing:
The Douglas County Emergency Management Office tests the outdoor warning siren system on a regular basis. The test occurs at noon on the first Monday during the months of August-February and on the first and third Monday during the months of March-July. Tests are cancelled for potential or occurring severe weather and in the event of extreme cold or ice on the sirens.
In March, siren activation is done as part of a statewide tornado drill in conjunction with Severe Weather Awareness Week. These drills are typically conducted on Tuesday or Thursday afternoon.

**Sounding of sirens:**
The outdoor warning sirens for any or all of the cities in Douglas County are activated when the National Weather Service issues a “tornado warning” or when a local determination is made that a tornado threat to the area exists. This determination is made by Douglas County Emergency Management staff and will be based upon evaluation of all available information. This may include, but is not limited to, National Weather Service watch and/or warning text, weather radar and reports from trained weather spotters or law enforcement officers.

Anytime you hear the sirens sound, it means to take immediate safety precautions. Listen to a NOAA weather radio or local media for updates. In Lawrence, local stations are KLWN 1320AM and KANU 91.5FM. Note: There is NO all-clear siren.

**Fire/Smoke:**
- If you discover a fire,
  - Manually activate the building’s fire alarm pull station.
  - Immediately evacuate the building.
  - **DO NOT USE THE ELEVATORS.**
  - After exiting the building, **Call 9-1-1**
  - Keep a safe distance from the building.
  - Stay with your fellow campers.

- If the fire alarm sounds,
  - Walk quickly to the nearest exit. Do not use the elevators.
  - If you are able, help those who need special assistance.
  - Notify fire personnel if you think someone might still be in the building.
  - Stay with your fellow campers at a location away from the building and emergency responders.
  - **DO NOT re-enter the building until the fire department has cleared the scene.**

- If caught in smoke:
  1. Do not breathe the smoke.
  2. Drop to your knees and crawl to the closest safe exit.
  3. Breathe through your nose and use a shirt or towel to breathe through, if possible.

- If trapped in the building and cannot find an escape route:
  1. **Call 9-1-1** and give your exact location.
  2. Close all doors and windows.
  3. Wet and place cloth material around and under the door to prevent smoke from entering.

**For Medical Emergencies:**
What to do:
- Call 911.
- If you have no phone available, use a campus Emergency Blue Phone. The locations are noted at the following web address:
  [http://publicsafety.ku.edu/~kucops/other/emergencyphones.shtml](http://publicsafety.ku.edu/~kucops/other/emergencyphones.shtml)
• Be sure to provide dispatchers with your location and the nature of the medical emergency.
• Follow the operator’s instructions.
• Remain calm and be ready to provide any other information.

**Locating Lost Campers Protocol:**
All summer groups and camps are strongly advised to have a written protocol for locating a lost camper that is shared with all members of the staff. (See Sample Lost Camper Plan.) Please provide electronic copies to the University office that is coordinating the camp and to the KU Public Safety Office, kupso@ku.edu.

**Important Phone Numbers:**

**Emergency**…………………………………………………………………………………………………9-1-1

**Non-Emergency Contact Numbers:**
KU Public Safety Office (KU PSO)………………………………………………………………………..(785) 864-5900
KU Facilities Services………………………………………………………………………………………..(785) 864-4770
KU Environment, Health and Safety…………………………………………………………………. (785) 864-4089
KU PSO Emergency Management Coordinator……………………………………………………… (785) 864-8070
Lawrence-Douglas County Fire & Medical…………………………………………………………… (785) 830-7000
  LDCF, 24-Hour Line…………………………………………………………………………………..(785) 832-7509
Douglas County Emergency Management…………………………………………………………… (785) 832-5237
  DCEM, 24-Hour Line…………………………………………………………………………………..(785) 843-0250
Lawrence Memorial Hospital, 325 Maine St………………………………………………………… (785) 505-5000