



# A.L.I.C.E

Alert, Lockdown, Inform, Counter, Evacuate

*Changes in best practices have occurred nationally for intruders on school campus procedures. A.L.I.C.E. is a set of proactive, options-based strategies that incorporates recommendations from multiple Federal and State agencies.*

## **Profile of an active shooter**

- An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area. In most cases active shooters use firearms and there is no pattern or method to their selection of victims.
- Active shooter situations are unpredictable and evolve quickly. Typically the immediate deployment of Law Enforcement is required to stop the shooting and mitigate the harm to victims.
- Active shooter situations are often under ten minutes long. Law Enforcement response could be up to or more than ten minutes, so individuals must prepare both mentally and physically for what to do in an active shooter situation.

***This is not training for A.L.I.C.E.  
It is an overview and guide for all to consider.***

***It is important to note that the A.L.I.C.E. model gives option-based strategies in the event of an attack. These are not sequential steps. You decide how to respond based on what is happening.***

A.L.I.C.E. Overview - This strategy can be used in any order:

**Alert:** Alert is your first notification of danger. It is when you first become aware of the threat through your senses (see or hear) or notification. Your life depends on your ability to accurately assess whether you are in danger. ACT IMMEDIATELY!

- Recognize and accept the alert.
- Choose the best action: lockdown, evacuate, inform, or counter
- Act quickly – seconds count! Determine the most reasonable way to protect your own life.

**Lockdown:** The purpose of an enhanced LOCKDOWN is to secure in place, lock door, tie a rope, cord, belt to door handle/furniture, move furniture in front of the door to barricade, and cover any windows near the room door in order to be out of the shooter's view. Spread out within the room and prepare to EVACUATE or COUNTER (all occupants have items in hand to throw at the shooter if room is breached), if needed.

- Silence your cell phone
- Turn off any source of noise (i.e., radios, televisions)
- Hide behind large items (i.e., cabinets, desks)
- Remain quiet

**Inform:** The purpose of INFORM is to continue to communicate the intruder's location in real time. Who, What, Where...Be factual and direct in plain language. It can be shared by anyone.

**Counter:** The purpose of COUNTER is to interrupt the intruder and make it difficult or impossible to aim. This is a strategy used when your life is in imminent danger. Attempt to disrupt and or incapacitate the active shooter by:

- Acting as aggressively as possible against him/her
- Throwing items and improvising weapons
- Yelling
- Committing to your actions

Swarming the shooter - As a **LAST** resort, attempt to take the active shooter down. Active resistance is a last resort and should only be used if there are no other survival options. When the shooter is at **close range, and you cannot flee**, your chance of survival is much greater if you try to incapacitate him/her. It is not fighting. It is using your body weight and gravity to take the shooter down. If you are able to subdue the shooter:

- Do **not** pick up their weapon
- If possible, use a trash can or box to cover the weapon until law enforcement takes possession

**Evacuate:** The purpose of EVACUATE is to remove yourself from the danger zone when it is safe to do so.

- If there is an accessible escape path, attempt to evacuate the premises.
- Have an escape route and plan in mind
- If safe, evacuate regardless of whether others agree to follow
- Leave your belongings behind
- Help others escape, if possible
- Prevent individuals from entering an area where the active shooter may be
- Keep your hands visible - do **not** carry your cell phone in your hands
- Follow the instructions of any police officers
- Do not attempt to move wounded people
- Staff and students should meet at the rallying site for the reunification process.



## Haverhill Public Schools

### Acknowledgement of Receipt

**This acknowledgement must be signed, detached and returned to the Human Resources Department prior to employment.**

I, \_\_\_\_\_, an employee/applicant of the Haverhill Public School  
District,  
Please Print

hereby certify that I have received a copy of the basic A.L.I.C.E. information for my review. I understand that I  
will be receiving a link via e-mail and must complete the mandatory A.L.I.C.E. on-line training within 21 days.

The certificate received at the end of the training will be printed and forwarded to the Human Resource Department.

Please send my link to my personal e-mail: \_\_\_\_\_  
P L E A S E   P R I N T

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

