



Active Shooter Training Preparation

There is a lot of information available about preparing for an active shooter incident. There are also all kinds of ways to train your staff: from elaborate, realistic scenario-based training to simple table top exercises. The U.S. Homeland Security Department has a website about planning for active shooter training. We recommend you review the materials on this website before deciding what to do and planning your training: <http://www.dhs.gov/active-shooter-preparedness>. Olympia Police Officers are trained in active shooter response. Unfortunately, we don't have the resources to conduct this training for other agencies and rarely can we participate.

For planning a basic training, we recommend you start with forming a planning committee focused on these three things:

1. Reviewing the Homeland Security website for ideas;
2. Reviewing the "Run, Hide, Fight" video;
3. Assembling an emergency communications plan.
4. Discussing and developing a Workplace Violence policy/training

The "Run, Hide, Fight" video (<https://www.youtube.com/watch?v=5VcSwejU2D0>) is simple and may suffice for basic training of your agency.

We believe that another key to active shooter training is assembling an emergency communications plan. In other words, how will the people of your agency communicate to one another before, during or after an emergency event? Focus on putting together an emergency communications plan during your training planning stage. Whether you do a realistic training, a table top exercise or simply watch the video, try your communications plan out to see if it will work and refine it if you find some hiccups.

Washington State Department of Labor & Industries has information about Workplace Violence: (<http://www.lni.wa.gov/Safety/Research/OccHealth/WorkVio/default.asp>).

Once the training group has reviewed these topics, we recommend you get together and discuss ideas about tailoring training for your agency based on time allotments, resources and capabilities. Put together a training plan and divide the work amongst your group.

Finally, we believe the simplest training and the simplest plan is the best. All the literature out there about this type of training can be overwhelming and sometimes contradictory. Making your training too complicated with too many moving parts and procedures causes a lot of confusion and sometimes supersedes the intent. Streamline your plan as best as you can to some basics:

- How do we get out?
- How do we tell others they need to get out?
- How do we call for help?
- Where can we hide if we can't get out?

If you choose to do a realistic scenario-based training, please be sure to notify your local law enforcement and your neighbors about your plan and the date. If you have questions along the way, feel free to call us at 753-8300.