

## Run Hide Tell: Getting outside or inside of school buildings quickly

Ensuring rapid emergency evacuation and invacuation of your school



## Introduction

### Keep calm and be prepared

With London and Manchester now added to the roll call of European cities such as Paris, Nice, and Brussels which have experienced multiple casualty terror attacks in recent times, it seems that the threat is now ever-attendant. It's a sign of the times that our expectation of terror incidents like suicide bombings, mass shootings and vehicle-as-a-weapon (VAAW) attacks are no longer prefixed with 'if'; it has become 'when'.

Public places, and soft targets in particular, are most at risk. But what is a soft target? Fundamentally, it is any place where people congregate or convene. It could be queuing at a transport hub like a bus stop or a station concourse. A mass gathering for a sporting, entertainment or business event. A shopping centre, a crowded bar on Friday or Saturday night, the list is endless.

Part of the mechanism of terror is to disrupt and cause us to alter our daily lives. Many would say they are not prepared to do that, because this equates to a 'win' for the terrorists.

We know it simply isn't possible to defend every public place and guarantee protection from terror attacks. Subsequently, the best advice is for people to be on their guard at all times. Suspicious individuals, behaviour or items simply cannot be ignored. It is not overstating the seriousness of the current situation to say that everyone should become familiar with and follow the Stay Safe principles, RUN HIDE TELL.

The most vulnerable targets, and the ones likely to provoke the most anguish and media attention, are attacks which target children. Consequently, for those responsible for safeguarding in schools, there has never been a greater need to be thoroughly prepared for any security situation which may arise.

Security measures like CCTV, access controlled doors, gates and barriers are now commonly used to help secure educational sites. Depending on the exact nature of a given threat, school staff are required to follow the procedures that have been established and disseminated through formalised security policies and plans.

Here we discuss how integrated security systems enhance the capability for rapid evacuation and invacuation, and achieve 'lockdown' to secure a school site.

## Why evacuation and invacuation?

### Evacuation

The rationale behind evacuation and invacuation flows from the principle that it is vital for any school to be able to move its staff and students away from danger in a controlled way.

Evacuation is actually a compliance issue because it is an intrinsic element of safety.

If we view a school as a place of work, then Management of Health and Safety at Work Regulations 1992 (MHSWR) requires under regulation 7 of MHSWR which concerns procedures for serious and imminent danger and for danger areas. Every employer must: -

***“Establish procedures to follow in the event of serious and imminent danger to persons at work, including risks from non-occupational sources such as bomb alerts.”***

***“The main risk as regards emergency situations is that of fire which applies to virtually all workplaces but some workplaces will face additional risks, depending on the nature of the activity carried out.”***

For evacuation, some compliance considerations might include ensuring:

- A number of routes are available
- Routes are well sign-posted with appropriate signage
- Routes and procedures are notified to people on the site
- Routes are kept clear at all times

### Invacuation

The premise for invacuation is that sometimes a threat is outside and it may be safer to seek refuge inside a building.

To thoroughly provision for invacuation, consideration should be given to the following:

- **Identifying the most suitable internal spaces to which staff and students should move**
  - Safe passage away from areas under threat is the key and planning should provide options, as any given threat situation is likely to be dynamic; essentially, the invacuation process might need to be modified on-the-fly
- **Positioning, interpretation and integration of signage**
  - As in the case of evacuation, sign-posting routes is essential for enabling safe and effective invacuation
  - The ultimate goal of good signage is effective wayfinding; positioning, size and directional instructions are key aspects and should be incorporated in to the overall communication strategy
- **Electronic activation of messaging services through telephone, radio, electronic signage and other media**
  - Such capabilities need to deliver outputs which provide clarity, both audibly and visually, and which support any other communication elements in use

## Integrating physical security elements to facilitate evacuation and invacuation

Many school sites use electronic security systems to meet obligations for the duty of care and to deliver effective safeguarding.

Larger sites serving bigger communities are likely to be multiple buildings distributed over a large physical area.

Pedestrian access to the site and buildings, and vehicular movements on and off the site are high frequency security 'events' that may need to be monitored and controlled. There are a number of security elements which are commonly integrated to permit and restrict access.

### CCTV

Closed-Circuit Television (CCTV) has become so ubiquitous because quite simply, it is one of the most effective means of safeguarding property and people. It not only helps deter undesirable behaviour criminal activity, it also aids detection of misbehaviour and identification of the individuals involved.

Video surveillance technologies now include HD CCTV, Wireless CCTV and ANPR (Automatic Number Plate Recognition). ANPR, face recognition and image enhancement technology, makes CCTV an indispensable tool for safeguarding schools and creating a more secure environment for learning.

### CCTV

Electronic access control offers significant advantages when compared to key-based systems.

Access control systems make managing door entry into as well as controlling access within buildings easy. Access control systems provide the ability to operate pedestrian and vehicle entrances and exits by any of the following:

- Entering a code into a keypad
- Presenting a key fob or token
- Swiping a card
- Biometric fingerprint readers

## Electric Automated Sliding Gates and Barriers

Automated sliding gates and barriers may be operated by Access Control methods, such as key fobs, swipe card systems and visitor audio and/or video intercoms. After opening, gates and barriers automatically close after a vehicle has passed through. 'Free exit' and fully controlled 'permission required' exit are also options.

Automatic rising bollards revolving doors and turnstiles also offer alternative options for controlling access on and off the site and may be under the control of the integrated security system, automated or manually controlled by an appropriate method.

It should be noted that physical barriers such as gates may be large, heavy pieces of machinery. They have the potential to cause injury and the safety and compliance requirements need to be addressed.

## Public Address systems

Public Address (PA) systems enable effective communication with students, school staff and visitors. They are ideal for disseminating verbal information over large-scale educational centres. Where appropriate, they can also be used for sports days, music and paging.

Integrated into a security solution, PA systems are used to support fire safety and burglar alarm activations. Using a PA system for announcements that clearly communicate the need for immediate action strongly supports the communication strategy that is pivotal to a safe and effective evacuation or invacuation.

## Evacuation, invacuation and 'lockdown' with integrated security

Good planning, well thought through routes for moving from one area to another and integrated security which supports effective communication, all reduce the potential for panic during an evacuation, invacuation or other threat situation.

Whenever a threat arises, the elements of integrated security are ready to provide centralised monitoring and enable control of the situation.

- **Detection of a security threat**
  - Panic alarms may be activated to signal an incident has occurred or is in progress
  - CCTV may identify a security event such as forced entry or physical assault
- **Response to a security threat**
  - Access control enables all doors, gates and barriers to be locked or unlocked as required
  - PA systems enable information about the event and where to go to reach safety
  - **Evacuation** - unlock all doors, gates and barriers and direct students, staff and visitors using PA system
  - **Invacuation** - unlock and lock as appropriate, and direct students, staff and visitors using PA system
  - **'Lockdown'** - lock all doors, gates and barriers as appropriate in response to the threat

## SUMMARY

### Help to get the right school security solution from ic2

ic2 is a leading mid-market security systems provider and was established in 2001. The business is owned and managed by a team with a collective experience of over 100 years in the electronic security business. ic2 holds CCTV and security accreditations with NSI and BSI.

Evacuation, invacuation and 'lockdown' are important elements for which schools need to be prepared. A good integrated security system enables schools to respond rapidly, effectively and in a structured and organised manner. This minimises risk, and the potential for distress and panic while allowing an appropriate response to a threat situation.

We speak to people like you every day that require guidance on security in schools. We identify your needs and help you make important decisions about making your educational environment safer and more secure.

ic2 offers a complete physical security solution tailored to the needs of schools:

- Works extensively with school security, buildings and facilities management
- Identifies gaps in existing security arrangements
- Consults and offers impartial advice on all elements of CCTV and integrated security
- Specifies, supplies, installs, operates, monitors and fully supports all solutions
- Only provides high quality and appropriate CCTV and integrated security solutions
- Solutions meet all appropriate compliance requirements or follow guidelines
- Our specialist schools' ICT team is able to consult on network and digital security

A prestigious client list including luxury international boutique brands, top flight sporting venues, retail developments and educational and social environments demonstrates how solutions are deployed to meet a variety of requirements.

From deterring theft of high value luxury goods, to sports fan and public safety and child protection, solutions are deployed to meet a range legitimate purposes for which they are appropriate and fit for purpose.

# REFERENCES AND FURTHER READING

## Recognising the terrorist threat

GOV.UK website

<https://www.gov.uk/government/publications/recognising-the-terrorist-threat/recognising-the-terrorist-threat#stay-safe--terrorist-firearms-and-weapons-attacks>

## Advice to leaders of schools and other Educational Establishments for Reviewing Protective Security National Counter Terrorism Security Office (NaCTSO)

<http://www.collegedevelopmentnetwork.ac.uk/wp-content/uploads/2016/08/NaCTSO-Guidance-Note-1a-Police-Scotland-amended-Advice-to-Education.pdf>

## Hold fire: Schools security calculator: Is your school high, medium or low risk?

iC2 CCTV and Security Specialists (UK) Ltd

<http://www.ic2cctv.com/white-papers/schools-security-calculator-school-high-medium-low-risk/>

## 5 ways to get locked up with electric gates

iC2 CCTV and Security Specialists (UK) Ltd

[www.ic2cctv.com/wp-content/uploads/2015/05/iC2-5-ways-locked-guide.pdf](http://www.ic2cctv.com/wp-content/uploads/2015/05/iC2-5-ways-locked-guide.pdf)



**T:** 020 3747 1800

**E:** [info@ic2cctv.com](mailto:info@ic2cctv.com)

**W:** [www.ic2cctv.com](http://www.ic2cctv.com)

## About Us

**Keeping you safe and secure at all times**

iC2 provide you with innovative solutions tailored to you and your sector. We are London-based with a national team of surveyors and engineers that work closely with our clients throughout the UK and internationally.

Our unique consultative approach allows us to tailor bespoke systems to your individual requirements, ensuring that your operational requirements are met.

We appreciate the need to demonstrate the best value to you every time and as a technology-led company, you can expect our cutting-edge and ground-breaking approach to serve your needs for many years to come.

Please feel free to contact us to discuss any requirements you may have. We are happy to give you impartial advice, should you have any queries.

