

## **TABLETOP EXERCISE INTRUDER**

Use these questions to guide discussion with regard to the following events:

1. What should classroom teachers be doing now?
2. What actions do you take with your students at this time?
3. What is the status of school emergency response teams at this time?
4. Where is your command post at this time?
5. What transition in the incident command system is taking place now? How?
6. What information do you need?
7. What action can you take to get the needed information?
8. What information to provide to the staff, students, parents, media, etc.?

**H hour: Classrooms in the south end of the building heard someone yelling and screaming in the hallway. Ms. Aware looks out of her door and witnesses a strange man (not wearing a visitor's badge) dressed in hunting gear walking up the hallway screaming profanities. Ms. Aware contacts the main office and reports the intruder.**

**H hour + 2 minutes: The principal and SRO arrive on the scene to confront the intruder. The intruder disappears around the corner. The principal and SRO are unable to locate the intruder.**

**H hour + 4 minutes: The intruder has secured himself inside a room with a female teacher and 20 students.**

**H hour + 5 minutes: Parents are calling asking if there is an intruder in the building. Parents are driving to the school to pick up their children. Area media representatives are calling school representatives and law enforcement.**

**H hour + 6 minutes: Two police cars have arrived at the school. A police sergeant in one of the cars assumes incident command. He instructs the school security team to maintain the lockdown of the southern corridor. The principal is instructed to evacuate students from other hallways to the alternate shelter site and to delay family reunification until police have been able to question students and staff.**

**H hour + 8 minutes: The intruder tells the teacher and the 10 male students to leave the classroom.**

**H hour + 10 minutes:** The police chief is on the scene and assumes incident command. The police chief directs that the school nurse and first aid team be ready to assist in medical response. The school security team continues to support perimeter transition to law enforcement control of the inner perimeter. Police have established an outer perimeter one block in all directions. Fire trucks and ambulances are enroute. Law enforcement officers are assisting the evacuation of the classrooms next to the hostage room.

**H hour + 14 minutes:** Negotiation with the hostage taker continues. No shots have been fired. The blinds on the room are closed and the window in the door has been covered. The hostage taker has threatened to kill the 10 girls if police storm the room. No terms have been provided by the hostage taker and no reason for the hostage taking has been determined. Police officers are questioning classes of students at the alternate shelter site.

**H hour + 20 minutes:** The stalemate with the hostage taker continues. The police chief gives permission for students who have been questioned at the alternate shelter site to be released to their parents, except for two students who saw the intruder and can describe him. The police chief announces that there will be a media announcement in 5 minutes off campus at the designated information center.

**H hour + 25 minutes:** The initial media briefing opens with this news release from the incident command:

What should be announced?

Conclude the exercise with an After Action Review:

- What did we do well?
- What could we do better next time?
- What changes should we make in our plan?