

EMERGENCY PROCEDURES

Congregation Tikkun v'Or / Ithaca Reform Temple

2250 N Triphammer Road, Lansing

Entrance at Burdick Hill Rd

FIRE

ALARM Pull a fire alarm (located near the exits).

Lansing Fire Department will be automatically notified.

EVACUATE the building. Proceed quickly away from the danger.

Assist others to exit.

Crawl if there is smoke.

Do not leave by car from the parking lot *(because that will block emergency vehicles from entering)*

CONFINE the fire by closing doors as you leave.

CALL 911 from a safe location to provide more information.

Fire extinguishers are located in the lobby hall (under the artwork), by the sanctuary door to the shed, and on the shelf under the window in the kitchen. There are also fire blankets hanging on the wall in the kitchen and outside the office next to the water fountain.

MEDICAL EMERGENCY (unconscious or injured person)

CALL 911 or ask someone to call while you are assisting the injured person.

PROTECT After scanning the scene for your own safety. Do not move the injured person unless a safer place is necessary.

STOP THE BLEED Apply direct pressure to the bleeding site.

PROVIDE FIRST AID if you are trained. Basic First Aid supplies are in a box on top of the prayer book shelves in the sanctuary, and in a cabinet in the kitchen, next to the oven, marked "First Aid."

POLICE EMERGENCY (active threat or bomb threat)

CALL 911

ACTIVE THREAT:

RUN (evacuate)

HIDE (safe room or closet)

FIGHT (if needed)

***All doors should always be fully closed and locked during all services and events**