

POLICY GROUP: NCT 400 – Health, Safety & Security
POLICY TITLE: Imminent Threat

A. Background and Definitions

Niagara College – Toronto (NCT) is committed to the safety of all students, employees, and the entire College community.

Active Threat: A situation when a person is armed with a weapon and communicates that they have plans to harm a person or is harming other individuals. For the purposes of this procedure, the armed person will be referred to as the Perpetrator.

Emergency Notification System: The College has a variety of systems to communicate to the College community. These include, but are not limited to the public address system, social media, telephone and voicemail systems, the College website, Student Portal, and digital displays.

Emergency Evacuation: A state in which all occupants are required to leave the building(s) in a quick, but safe and orderly manner. Evacuation is usually prompted by sounding the fire alarm.

Hold and Secure: The College’s response to an ongoing situation **outside** that requires all individuals to remain in the building (e.g., robbery nearby). All movement into and out of the building(s) is restricted, with exterior doors locked, preventing entry and people inside the building(s) remain there. Normal operations **may** continue inside the building(s).

Imminent Threat: Any incident or situation where it can be reasonably expected to cause serious physical harm and/or death, immediate or before the cause of the danger can be defused (e.g., active shooter, hazardous spill, etc.).

Lockdown: The College’s response to an Active Threat of serious violence that is perceived to exist within a college building(s), posing an immediate threat to the College community. Normal operations immediately cease.

Entry to the building is restricted to emergency services personnel and people inside the building(s) are instructed to take cover, hiding in a safe place, if they do not feel they can exit the premises safely.

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Shelter in Place: Usually intended during an environmental or weather-related situation, Sheltering in Place is taking immediate shelter within a safe location indoors, and remaining there until given the all-clear or told to evacuate.

B. Purpose

When there is an Imminent Threat, immediate action may be required, including Emergency Evacuation, Lockdown, Hold and Secure, and Shelter in Place. This policy provides guidelines to responding to Imminent Threats.

C. Scope

This policy applies to all members of the College community at the Niagara College - Toronto (NCT) campuses, including students, employees, governors, contractors, suppliers of services, individuals who are directly connected to any College initiatives, volunteers, and visitors.

D. Policy Statements

1. The College is committed to the safety and security of all individuals in and on college property and will initiate the appropriate actions in response to an Imminent Threat.
2. All members of the College community are responsible for conveying information to Campus Safety and Security, related to potential or actual safety and security concerns such as a suspicious person or package, or a potential situation which may result in danger to the College community.
3. The College will maintain an Emergency Response Handbook to educate the College community on appropriate actions to maintain personal safety. All members of the College community are responsible for becoming familiar with the Emergency Response Handbook.
4. The College is committed to supporting the unique needs of students and employees who have formally self-identified and require individual accommodation or support during an Imminent Threat.

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5. The College will maintain an Emergency Response Plan to assist designated employees to respond effectively in Imminent Threats.
6. Response and control of an Imminent Threat will depend on the specific situation and may require coordination with external agencies such as law enforcement and/or first responders.
7. The College will ensure that Fire Marshals and designated employees are trained as appropriate for their responsibilities.
8. The College will ensure that education and awareness are provided to prepare the College community to respond to an Imminent Threat.

E. Related Documents

Procedure NCT 400 Evacuation & Imminent Threat
 NCT 400 Shelter in Place / Hold & Secure

F. Document History

Date	Approval/Review/Key Change(s)
Nov 29, 2023	NEW