

TxSSC Evaluation Criteria for Active Shooter Appendix
for
Public Junior Colleges

The Texas School Safety Center uses the evaluation criteria within this checklist to review public junior college (referred to hereafter as college) emergency operations plans against state mandates and best practices.

Colleges may use this checklist to self-assess their emergency plans prior to the Fall 2022 review cycle.



Active Shooter Appendix Evaluation Criteria

The Active Shooter Appendix shall include the following:

Purpose and Scope			
Review Item #	Check	Review Standard	Source
AS1	<input type="checkbox"/>	Purpose and Scope: Provide purpose and scope of the appendix.	CPG101v3

Actions and Responsibilities			
BEFORE an Incident			
Review Item #	Check	Review Standard	Source
AS2	<input type="checkbox"/>	Train staff to respond to active shooter: College addresses tasks to train college staff (including adjunct faculty and contractors) to respond to an active shooter incident, such as conducting drills, training in a response protocol, an active shooter protocol, and bleeding control training. Consider Standard Response Protocol and Civilian Response to Active Shooter Events.	TEC 37.108(a)(1)
AS3	<input type="checkbox"/>	Emergency Mass Notification: College addresses tasks supporting regular tests of emergency mass notification systems, persons responsible for triggering these systems and emergency script preparation.	TEC 37.108(a)(3)
AS4	<input type="checkbox"/>	Drills and Exercises: College addresses tasks supporting the completion of drills and the consideration of active shooter exercises.	TEC 37.108(a)(1) , HSEEP (FEMA)
AS5	<input type="checkbox"/>	Physical Security: College addresses tasks to regularly assess and improve upon campus physical security, including staff behavior and the inspection and replacement of physical security devices and hardware.	TEC 37.108(a)
DURING an Incident			
Review Item #	Check	Review Standard	Source

AS6	<input type="checkbox"/>	Notify armed defenders: College addresses tasks to call for law enforcement and other approved armed defenders, including multiple methods for communication.	TEC 37.108(a)(2)
AS7	<input type="checkbox"/>	Activate Emergency Mass Communication: College addresses tasks to activate emergency mass communication using prepared scripts, including the persons responsible for triggering these systems.	TEC 37.108(a)(3)
AS8	<input type="checkbox"/>	Activate a response protocol: College addresses tasks to activate a response protocol, including an evacuation action when appropriate.	TEC 37.108(a) , SRP
AS9	<input type="checkbox"/>	Activate an active shooter protocol: College addresses tasks to activate chosen active shooter response procedures. Consider Civilian Response to Active Shooter Events (CRASE).	TEC 37.108(a) , ALERRT
AS10	<input type="checkbox"/>	Account for all persons: College addresses tasks that account for entire community of affected campuses, including persons with access and functional needs and persons in portable buildings.	TEC 37.108(a)
AFTER an Incident			
Review Item #	Check	Review Standard	Source
AS11	<input type="checkbox"/>	After Action Review (AAR) and Improvement Plans (IP): College addresses tasks supporting AAR and IP after an active shooter incident.	HSEEP (FEMA)
AS12	<input type="checkbox"/>	Damage Assessment: College addresses tasks supporting damage assessment and post incident facility use of affected campus.	TGC 418.073
AS13	<input type="checkbox"/>	Psychological Resilience: College addresses tasks supporting the trauma-informed care and grief-informed care needs of the college community.	TEC 37.108(a)