



# EMERGENCY PREPAREDNESS INFORMATION

## University Apartments

### NOTIFICATIONS

When a situation occurs on campus that involves a potential threat to the safety and security of students living on campus, Ball State's Crisis Management Team will send a text message to students who have registered for this service.

**Register today at [bsu.edu/emergencytext](https://bsu.edu/emergencytext).**

### OTHER NOTIFICATIONS

Incidents that may compromise your safety and security related specifically to your community (thefts, water outages, etc.) may be sent to your Ball State email address by the Housing and Residence Life staff. Please make sure to check your BSU email account on a routine basis to receive important information from all areas at the University.

### SEVERE WEATHER

#### *Ambulatory Individuals:*

- Proceed to the lower levels of the building. When possible, shelter should be taken in a basement interior hallway, and/or bathrooms without windows.

#### *Non-Ambulatory Individuals:*

- Move to the most interior area of your building's floor, away from windows, and exterior doors. Interior hallways, bathrooms, and other designated shelter areas are preferred.
- Remain in the shelter area until an official all-clear has been issued by University officials or emergency personnel.

### FIRE OR BUILDING EMERGENCY

#### **If you are located on the ground floor:**

Evacuate immediately using the nearest accessible exit.

#### **If you are located above the ground floor:**

##### *Ambulatory Individuals:*

- Evacuate using the nearest available exit route along with other occupants of the building.

##### *Non-Ambulatory Individuals:*

- Shelter in place in your room.
- Call Ball State University Police Dispatch at 765-285-1111 and provide your name, apartment complex, and apartment number.
- Keep your room door closed while awaiting assistance.
- Emergency responders will be dispatched to your location and will assist with evacuation as conditions permit.

**Anthony Apartments - Gather at the north side of the Anthony community near the middle school cross walk.**

**Scheidler Apartments - Gather at the Community Building or the Laundry Building, whichever is closer.**

### IMPORTANT NUMBERS

#### *Non-Emergency:*

Front Desk: 765-285-5095  
Anthony On Duty: 765-730-8158  
Scheidler On Duty: 765-729-6865

#### *Emergency Numbers:*

Emergency: 911  
University Police Department: 765-285-1111