

SMU Contacts and Links

SMU Police Department

Emergencies: Dial 911 from campus phone.

Dial 214-768-3333 from cell.

Non-Emergencies: 214-768-3388

<http://www.smu.edu/BusinessFinance/Police>

Emergency Management

214-768-4090

[http://www.smu.edu/BusinessFinance/](http://www.smu.edu/BusinessFinance/RiskManagement/Emergency)

[RiskManagement/Emergency](http://www.smu.edu/BusinessFinance/RiskManagement/Emergency)

Institutional Access and Equity

ADA/504 Coordinator

214-768-3601

<http://www.smu.edu/iae>

Disability Accommodations and Success Strategies

214-768-1470

<http://www.smu.edu/provost/alec/dass>

Residence Life and Student Housing

214-768-4557

<http://www.smu.edu/studentaffairs/housing/>

Accessibility Maps

[http://www.smu.edu/AboutSMU/Maps/](http://www.smu.edu/AboutSMU/Maps/Accessibility)

[Accessibility](http://www.smu.edu/AboutSMU/Maps/Accessibility)

Services for Persons with Disabilities

<http://www.smu.edu/disabilities>

The Emergency Procedures for Persons with Disabilities Brochure, all links to contacts and resources, additional information, and updates are available at: www.smu.edu/iae.

Please contact the Office of Institutional Access and Equity for questions and comments about this brochure.

Additional Resources

American Association of People with Disabilities

www.aapd.com

Comprehensive Disability Resources

www.disability.gov

National Council on Disability

www.ncd.gov

National Organization on Disabilities

www.nod.org

Texas Emergency Management

www.preparingtexas.org

U.S. Department of Health & Human Services

Emergency Preparedness & Response

www.acf.hhs.gov/programs/ohsepr

U.S. Department of Homeland Security

Ready Campaign

www.ready.gov

U.S. Department of Labor

Office of Disability Employment Policy

www.dol.gov/odep/

SMU's Statement of Nondiscrimination

Southern Methodist University (SMU) will not discriminate in any employment practice, education program, education activity, or admissions on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or veteran status. SMU's commitment to equal opportunity includes nondiscrimination on the basis of sexual orientation and gender identity and expression. The Executive Director for Access and Equity/Title IX¹ Coordinator is designated to handle inquiries regarding the nondiscrimination policies, including the prohibition of sex discrimination under Title IX. The Executive Director/Title IX Coordinator may be reached at the Perkins Administration Building, Room 204, 6425 Boaz Lane, Dallas, TX 75205, 214-768-3601, accessequity@smu.edu. Inquiries regarding the application of Title IX may also be directed to the Assistant Secretary for Civil Rights of the U.S. Department of Education.

¹ Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1688.



Emergency

Procedures



for

Persons with



Disabilities

Overview

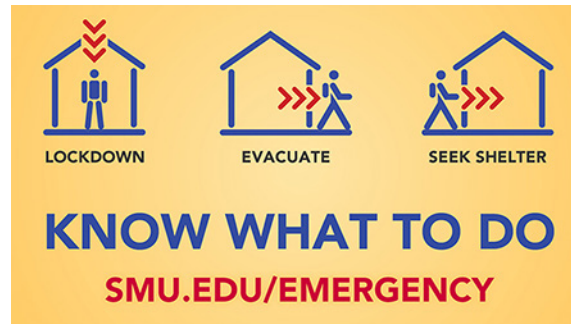
Southern Methodist University strives to reasonably accommodate the needs of persons with disabilities, including during emergency situations. Emergencies may pose a variety of challenges to persons with mobility, visual, hearing, or mental impairments. The following instructions are intended to provide guidelines for emergency procedures to assist the University and the individual in developing an emergency plan. Ultimately, it is each person's responsibility to prepare for an emergency. All faculty, staff, and students should become familiar with the facilities that they occupy and develop a plan for emergencies. This document supplements information presented in SMU's Emergency Management Plan.

Considerations

Elevators cannot be used safely to exit a facility during an emergency and are typically programmed to cease operating when a fire alarm is activated. Persons who rely on the use of elevators must realize that during emergency situations the elevators cannot be used and should develop an alternative plan for leaving the building. Persons with disabilities may require special assistance, particularly when using stairways to evacuate.

Buddy-Up for Safety

A "buddy system" may be instituted by identifying several volunteers to assist the individual during an evacuation. Developing and practicing emergency plans will help minimize confusion and stress. All faculty, staff, and students should participate in University emergency drills.



Update of Emergency Contact Information

In case of an emergency, SMU will attempt to communicate with you by sirens, police vehicle speakers, public address systems, bullhorns, text messages, phone calls, Building Managers or other means. Please be sure to keep all of your personal emergency contact information updated in my.smu.edu.

Emergency Procedures

- Do not panic and stay calm.
- Call 911 or 214-768-3333.
- To **Lockdown**: Depending on the situation, run away or hide.
- To **Evacuate**: Do not use elevators. Exit the facility and proceed to the assembly area outside.
- To **Seek Shelter**: If you cannot exit the building, keep doors closed and seal cracks and vents if trapped by fire. In case of severe weather, proceed to the lowest level or the building, interior rooms, or hallways and stay away from windows and glass.
- Use the buddy system when assistance is needed or wait for emergency responders.

Arrangements for Assistance

Arrangements for evacuation assistance should be made before an emergency occurs. All facilities on campus have been assigned a Building Manager responsible for informing and organizing building occupants to take appropriate action during an emergency. Evacuation chairs are available through the SMU Police Department. Persons with disabilities who require assistance to evacuate a building during an emergency should contact the facility's Building Manager as soon as possible to make their needs known.

Students should notify their professors or contact Disability Accommodations and Success Strategies for assistance during classes. Faculty should work with the student and the Building Manager to formulate an emergency plan. Students who reside on campus should inform the residential life staff to make individualized arrangements if needed.

If individuals self-identify and voluntarily disclose medical information, it will be kept confidential and be shared only on a need-to-know basis with safety personnel.

Practice Makes Perfect – Be sure to participate in all drills!

This document was developed by the President's Commission on the Needs of Persons with Disabilities, Institutional Access and Equity, Risk Management, SMU Police Department, Disability Accommodations and Success Strategies, and Residence Life and Student Housing with input from students and employees with disabilities.