

Paris Junior College
Evacuation Plan
For
Students with Disabilities

Updated May 2009

Evacuation Plan for Students with Disabilities

Student Disclosure

- Upon official disclosure of a verifiable disability, students are expected to convey these needs to Disability Services at the Counseling/Advising Center, their faculty instructors, residence hall staff, and /or other residents, within the first week of each semester. ***Ultimately, the individual with a disability is responsible for his or her own safety in emergency situations.***
- Students should be familiar with the layout of buildings and location of exits in every building in which they work, have class, or reside in on campus.
- Have designated persons or “evacuation assistant,” such as faculty, fellow students, resident hall staff, and/or other residents; assist them during an evacuation or emergency situation. Help them reach and access a safe exit.

Emergency Evacuation

Faculty and staff are expected to direct the evacuation from their area. They are responsible for knowing the primary and alternative routes of exit. When the situation involves a student with a disability, they will provide assistance according to the student's directions given in the beginning of each semester.

Faculty Responsibilities

- Review aloud the evacuation route for each classroom. This should be accomplished during the first week of classes.
- Ask class members, who are disabled, to identify themselves. In private, determine the assistance they may require.
- Ask disabled students to identify an assistant. In the event the disabled student has not provided for an assistant, request class volunteers.

Student Responsibilities

- Identify himself/herself to each of his/her teaching faculty, indicating the magnitude of assistance required.
- Disabled students are responsible for knowing how to evacuate themselves and for being capable and willing to communicate such information to teaching faculty and assistants.
- Find necessary assistants to help in an emergency evacuation. If unable to find assistants, request the help of the instructor to identify someone willing to assist.
- Able bodied persons who assist disabled persons during emergency mass exit evacuation are fully protected against liability under the Texas Tort claims Act and Good Samaritan Act as long as reasonable care is taken.
- Resident students should make their room information and needs known to the Director of Student Life and the resident hall supervisor.

Hearing Impaired Persons.

- If you must first get the person's attention:
 - Flash the room lights.
 - Wave your arms.
 - Tap the person's shoulder
- Gesture what is happening and what to do.
- Write on a board or paper.
 - Nature of the emergency
 - Evacuation route.

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- A person who is hearing-impaired will be alerted to a fire alarm by a blinking strobe light, a campus police officer, dorm supervisor, instructor, fellow classmate, and/or student assistant.
- A person who is hearing impaired and has to be relocated, will be escorted to a safe location by one of the above mentioned persons and remain with the person until the danger has passed.
- A hearing impaired person should be told individually of the emergency and how to respond as soon as the emergency is identified. It should not be assumed the hearing impaired person can hear or see the fire alarm or that they will know what to do by watching others.

Visually Impaired Persons

- Explain the nature of the emergency. Alarms or confusion may disorientate the person, when normally familiar with the area.
- Visually impaired persons should have a sighted assistant guide them to safety.
- Guide the student (or provide someone to do so). The impaired person will hold the guides arm below the elbow and follow.
- Tell the student where you are as you walk, advise of any obstacles in the path.
- Visually impaired persons should have a sighted assistant guide them to safety and remain with the person until the danger has passed.

Physically Disabled Individuals

- Mobility impaired persons in wheelchairs on ground level can evacuate along with other persons to the nearest exit.
- Mobility impaired persons in manual wheel chairs on non-ground level floors have the option of either being removed and leaving the wheelchair behind and use the evacuation chairs or remain near the stair landing to defend in place until assistance comes.
- Before lifting any physically disabled person, ask the person how he or she should be lifted.

Following an Emergency

- Assemble at a pre-designated safety point.
- Check with the assembled group to verify that all individuals have been evacuated.
- Inform emergency personnel if individuals are not out of the building and at the designated location.