



INSTRUCTIONS IN CASE OF FIRE OR TORNADO

In Case of Fire

If the general speaker system or instructor announces, 'fire evacuation', students must leave the building immediately.

- Leave all equipment in the classroom.
- Take car keys (if they are in the classroom at the time of the call).
- The instructor should be the last one to leave the classroom.
- Students should familiarize themselves with the escape routes before they are needed.

North Building: Use the closest stairway and gather at one of the two fire evacuation meeting points. The first meeting point is 4000 Allensby Street (across the street in front of the gate; the gray 2-story office building on the I-45 service road). The second fire evacuation meeting point is located at the parking gate at Riggs Road on our north parking lot. Students must remain there to be counted by management until a school official gives new instructions.

South Building: There are three fire evacuation meeting points. The first is the back parking lot located outside the door in classroom three. The second is the back parking lot located outside of the door by the baking department. The third is the main entrance and fire exit located at the front of the South Building along N. Freeway.

Students must remain there to be counted by management until a school official gives new instructions.

In Case of a Tornado

If the general speaker system or instructor announces, a 'tornado alarm', students must stay in the classroom, keep away from glass windows and wait inside the classroom with the instructor until further notice from a school official.

Do not use any stairs. Do not exit the building.

North Building: The shelter area upstairs is in the Chef's Office next to the student locker rooms. The shelter area downstairs is at the east entrance of the restaurant (Wine bar).

South Building: The shelter area is in the Learning Resource Center (LRC).

The North building was built in 1983 with steel-reinforced concrete. It is equipped with emergency exit lights. If the second floor needs to be evacuated using the north stairway only. CIL reserves the right to conduct evacuation drills at any time.

In both cases of fire or tornado, follow these rules.

- Do not use the elevator.



- Be calm, stay quiet, and walk quickly.
- Do not run.
- Do not go to the restroom or locker room without authorization.
- Follow directions.

In Case of School Closings

School closings may result due to dangerous weather conditions, local or national disasters, or other unsafe situations. In these cases, students are expected to monitor local television stations for alerts and shadow the same recommendations given by the University of Houston/HISD for school closings. A CIL official will attempt to notify students using various methods, to the extent possible.

- CIL will e-mail students to their CIL email address.
- CIL's social media and website will be updated with closing information
www.culinaryinstitute.edu

Missed class hours due to school closings will be rescheduled on Make-up days and students will be notified of the revisions.

ORIENTATION FOR STUDENTS

These items are found in the Student Handbook, which is added as a resource in every Canvas course.

ACTIVE SHOOTER PROTOCOL

All CIL employees attend a yearly presentation by the Houston Police Department: “Surviving an Active Shooter.” Feb 3, 2023.