

Health & Safety Plan

Overview

Promotion of good health for all students and employees is essential to achieving educational goals. IFTI is committed to providing instruction to students under conditions which are safe and healthy. IFTI will continue to review periodically practices which impact upon the health and safety of students and employees and make improvements as desirable.

Alcohol and Substance Abuse Policy

It is the policy of FTI to maintain a safe and healthy work environment conducive to effective operations. Possessing, drinking, consuming, selling or being under the influence of alcohol, narcotics or any other controlled substance while in the course of attendance is inconsistent with both the effective operations of FTI and the individual student's health and safety, and is prohibited. Any violation of this prohibition may, in the sole discretion of FTI, constitute proper grounds for discipline, up to and including discharge. An individual who is under the influence of alcohol or drugs, or one who otherwise violates this prohibition, poses an unacceptable risk to FTI operations and a disruptive influence and potential danger to fellow students.

FTI, however, recognize that substance abuse may be successfully treated. FTI, therefore, agrees to assist any student who recognizes that he or she has an alcohol or substance abuse problem and who initiates first contact to seek assistance. In such event, FTI will assist the student in contacting and, when appropriate, being admitted to a treatment program.

Student Safety

Promotion of good health for all students is essential to achieving educational goals.

All accidents and incidents which results in personal injury or illness, and/or damage to property shall be properly reported and investigated. This policy applies to all students, employees and visitors at FTI facilities.

All injuries, incidents, illnesses, or accidents involving students, employees, and visitors shall be reported by the individual involved, before leaving FTI premises, either to his/her Instructor, Coordinator, Director, or an authorized representative. The primary responsibility for investigation of an injury or incident lies with the instructor, coordinator or an authorized representative, who is responsible for writing the investigation report

An instructor, coordinator or authorized representative shall ensure that the victim gets immediate medical attention and contact Emergency Medical Services, if necessary. IFTI maintains contact information for the most proximate facilities appropriate for the treatment of injuries and illnesses.

First Aid

First aid supplies are available in designated locations in the main campus building.

Campus Security

In addition to the health of our students, the safety and security of our students, their property and campus property is of primary concern. The following policies are in effect to ensure this security.

- 1) All Faculty, staff and students are to report the loss or damage of school equipment to a school representative. An incident report form should be used for this purpose.
- 2) No guns, knives or other weapons are permitted on the campuses or in the parking lots at any time. Any student found to possess these items on campus will be subject to immediate dismissal.
- 3) Students are to report any threats or attacks made by fellow students to the Director. A full investigation will be conducted. If these reports are substantiated, the offending student will be subject to immediate dismissal.
- 4) Any other incidents or actions that threaten the harmony or the security of the campus, should be reported immediately to a school representative.

Active Shooter

An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases active shooters use firearm(s) and there is no pattern or method to their selection of victims. Active shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to victims. Because active shooter situations are often over within 10 to 15 minutes, before law enforcement arrives on the scene, individuals must be prepared both physically and mentally to deal with an active shooter situation. When an active shooter is in your vicinity, quickly determine the most reasonable way to protect your own life.

1. Evacuate

If there is an accessible escape path, attempt to evacuate the premises. Be sure to:

- Have an escape route and plan in mind
- Evacuate regardless of whether others agree to follow
- Leave your belongings behind
- Help others escape, if possible
- Warn other individuals against entering an area where an active shooter may be
- Keep your hands visible
- Follow the instructions of any law enforcement officers
- Do not attempt to move wounded people
- Call 911 when you are safe

2. Hide Out

If evacuation is not possible, find a hiding place where the active shooter is less likely to find you. Your hiding place should:

- Be out of the active shooter's view
- Provide protection if shots are fired in your direction
- Not trap you or restrict your options for movement

To prevent an active shooter from entering your hiding place:

- Lock the door
- Blockade the door with heavy furniture
- Silence your cell phone and/or pager
- Turn off any source of noise
- Remain quiet
- Hide behind any large items of furniture or equipment

3. Alternatives

If neither evacuation nor hiding out are possible:

- Remain calm
- Dial 911, if possible, to alert law enforcement to the active shooter's presence
- If you cannot speak, leave the line open to allow for the dispatcher to listen

As a last resort, and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter by:

- Acting as aggressively as possible
- Throwing items and improvising weapons

- Yelling
- Committing to your actions

4. When Law Enforcement Arrives

Remember the following guidelines:

- Remain calm and follow instructions
- Put down any items in your hands
- Immediately raise hands and spread fingers
- Keep hands visible at all times
- Avoid making quick movements toward officers
- Avoid pointing, yelling, and screaming
- Do not stop to ask for help or directions while evacuating