

Reports of Weapon Possession: Any College employee, student or other person with knowledge of someone possessing weapons on College property or at College functions is directed to immediately contact the President, any of the College Vice Presidents/Dean's/Director of Human Resources or the Director of Facilities. Upon notification, the responsible College official will immediately take steps to assess the danger to College staff and students as well as to the public and by using their discretion and knowledge of the situation, eliminate any danger present through appropriate means.

The following information should be gathered from the person reporting the weapon and/or from other sources if possible.

1. Name and description of the person with the weapon.
2. Type of weapon and its location, if known.
3. Current location of the person and whether there are any other persons in the area.
4. Whether any threats have or are being made and to whom they are directed.
5. Does the person appear to be upset, angry, intoxicated or irrational?

All incidents involving the possession of lethal weapons should be taken seriously, and when the responsible College official reasonably believes that there is a potential for violence or serious injury, the College official should notify local law enforcement personnel and allow them to handle the situation. The College official should also take steps to keep potential victims and third parties away from potentially hazardous areas.

The College official should use their judgment in whether to approach the person reported to have a weapon or to let the police handle the matter. The main responsibility of the College official is to help ensure the safety of students, employees, the general public and their self. However, before approaching anyone suspected of having a weapon, the official should notify other College officials and inform them of the situation, secure the area to prevent students and employees from entering, and enlist the aid of other employees before approaching the person if possible.

Removal of the weapon and the person carrying it from the College property or activity without incident is the primary objective of the College official. Confiscation of the weapon should only be attempted by the police or where there is clearly no present danger.

Violation of the Weapons on Campus policy will be considered to be a serious offense. The College will make full use of its disciplinary policies and the legal system up to and including termination of employment for employees and expulsion from school for violators. Please refer to Policy 2.16 Performance Improvement and Procedure 4.08 Student Code of Conduct. The College may also initiate or fully participate in legal actions brought against violators.

Weather Cancellations

When snow, ice, or other bad weather threatens the normal class schedule, students should listen to local radio stations, especially KLKC, KKOW, KSYN and KGGF and local television stations, especially KODE, KSN, FOX, and KOAM regarding changes in the schedule. Each student will also receive a phone call/message on the home phone number they listed with the Admissions office during enrollment, from LCC's Emergency Alert Telephone System. Cancellation of classes is also posted on LCC's website at www.labette.edu. If the radio, television, or website does not state that LCC classes have been canceled, students should assume that classes will be held on the normal schedule.

Announcements regarding day classes will be made after 6:15 am and evening and evening extension classes after 3:15 pm. Extension classes will not be held if the facility in which they are meeting is closed that day.