Emergency Response and Evacuation

Procedures Statement

Wartburg Theological Seminary Faculty, Staff, and Student Handbook include information about emergency response and evacuation guidelines. Wartburg Seminary conducts emergency response exercises each year, such as fire drills, tornado drills, and tests of the fire alarm system, which serves as our emergency notification system on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the seminary.

When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene is the Dubuque Fire and Emergency Medical Services, the Dubuque Police Department, the Wartburg Theological Seminary President, the Maintenance Superintendent, Vice Presidents and Deans. They respond and work together to manage the incident. Depending on the nature of the incident, other Wartburg departments and other local or federal agencies could also be involved in responding to the incident.

General information about the emergency response and evacuation procedures for Wartburg Theological Seminary is publicized each year as part of the institution’s Clery Act compliance efforts.

Evacuation and exit directions are posted on building entrances and exits.

All members of the Wartburg community are notified on an annual basis that they are required to notify the Dubuque Fire and Emergency Medical Services, Dubuque Police Department, the President, the Superintendent, Vice Presidents and Deans of any situation or incident on campus that involves a significant emergency.

Notification to the Wartburg Community about an Immediate Threat

If there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Wartburg Community, the President, Vice Presidents and Deans will collaborate to determine the content of the message. They will use some or all of the systems described below to communicate the threat to the Wartburg community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The President will, taking into account the safety of the community, determine the content of the notification. The President will initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: Dubuque Police Department, Dubuque Fire and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to members of the Wartburg community, the seminary has various systems in place for communicating information quickly.
Some or all of these methods of communication may be activated in the event of an immediate threat to the Wartburg community. These methods of communication include network emails. Wartburg Seminary is equipped with a PA/Fire alarm system that is strategically placed throughout the campus. The public address feature will be used to further communicate with the Wartburg community of any current significant emergency. Individuals can call President’s assistant’s recorded information telephone line at (563) 589-0300 for updates.