

# Art at the Park

Emergency Situations and Media



# General Information

- A first aid kit can be found at the Trout Museum of Art booth. Paramedics will be on-site.
- Trout Museum of Art booth is located mid-Franklin St (F24 – 25).

# Lost Child Protocol

- If you see a lost child, or parents of a lost child come up to you, bring them to the **TMA Booth**. If there is an immediate threat, call 911. When/if you find the child or parents, bring them to the **Trout Museum of Art Booth**. **Do not make an announcement that there is a lost child from the soundstage. This can put a lost child at risk.**

# Severe Weather

- The event goes on rain or shine; however . . .
  - In the event of severe weather, we will make every effort to close well before the weather turns so everyone can get home safely. An announcement will be made from the soundstage and an email will be sent.
    - Notify attendees in the area that you are volunteering to seek shelter or head home.
    - If there is an immediate threat, seek shelter immediately!
  - Places to seek shelter: the City Park pavilion, nearby businesses, or your vehicle.
  - A decision will be made to either suspend the event until the weather clears or cancel the event altogether.

## Safety & Security Information

At Art at the Park, the safety of the attendees, participants, and volunteers is of utmost importance. Therefore, we will be utilizing the “If You See Something, Say Something” program from the Department of Homeland Security (DHS).

“If You See Something, Say Something” is a simple and effective program to raise public awareness of indicators of terrorism and terrorism related crime, and to emphasize the importance of reporting suspicious activity to proper local law enforcement authorities.

All those in attendance at Art at the Park are encouraged to be vigilant in reporting suspicious behavior and situations (e.g., an unattended backpack in a public place or someone trying to break into a restricted area).

If suspicious activity is suspected, attendees are encouraged to call 911 or the Appleton Police Department non-emergency number at (920) 832-5500. If a law enforcement officer is nearby, it may be best to speak with them in person. **Remember the easiest and fastest way to report an emergency is to dial 911.**

*Factors such as race, ethnicity, national origin, or religious affiliation alone are not suspicious. For that reason, the public should only report suspicious behavior and situations (e.g., an unattended backpack in a public place or someone trying to break into a restricted area) rather than beliefs, thoughts, ideas, expressions, associations, or speech unrelated to terrorism or criminal activity.*

- If you see something, say something.
- Any suspicious activity should be reported to 911 or the APD non-emergency number (920) 832-5500

# Emergency Situations

- In an emergency situation, call 911.
- Do not talk to the media. See following slide.
- Police officers and paramedics will be on-site during the event.

# Media

- If the media approaches you with questions, please direct them to the Trout Museum of Art Booth on Franklin St. A TMA staff member will direct the media.
- We have 2 media spokespersons
  - **Ashley Acker – Marketing Manager of the Trout Museum of Art**
  - Christina Turner – Director of the Trout Museum of Art
- Volunteers should not make statements to the media.