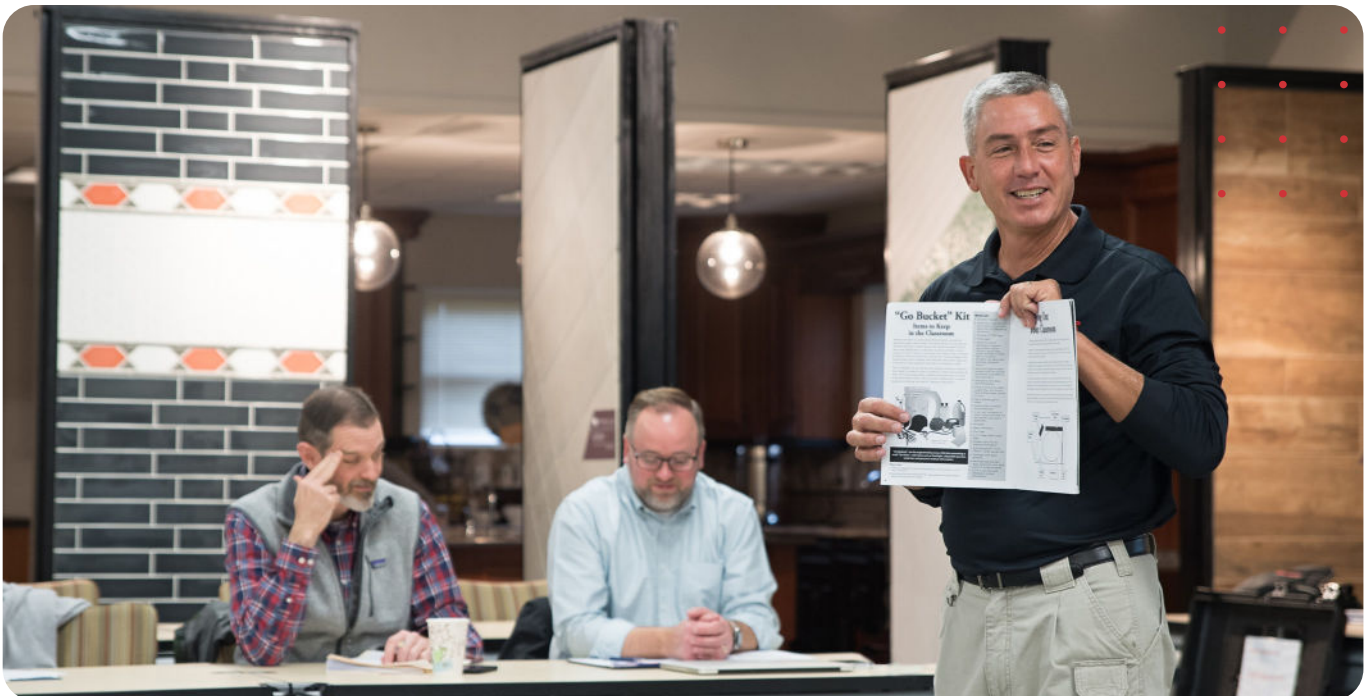


# Hosting Partner Guide

## What is ALICE?

ALICE Training<sup>®</sup>, a solution of Navigate360, is the original civilian, active shooter response program developed to empower individuals of all ages and ability to participate in their own survival using proactive response options in the face of violence. ALICE addresses the fallacies of a one-size-fits-all response plan by explaining the truths and realities of violent critical incidents. The reality is that incredibly tragic outcomes in these events can be mitigated. Taking a trauma-informed approach to training and empowerment, citizens can apply the ALICE program and improve chances of survival. The ALICE program can be used by anyone, anywhere, and anytime individuals are confronted with violence. ALICE strategies are now also mirrored and recommended by many Federal and State official guidelines.



# Endorsed by Law Enforcement & Supported by Research

ALICE Training® is supported by peer-reviewed and published research and endorsed by law enforcement across the country, in line with recommendations from the DOJ, and FBI.

## **One size Does Not Fit All: Traditional Lockdown Versus Multioption Response to School Shootings**

Cheryl Lero Jonson, Melissa M. Moon & Joseph A. Hendry (2018): One Size Does Not Fit All: Traditional Lockdown Versus Multioption Responses to School Shootings, Journal of School Violence, DOI: 10.1080/15388220.2018.1553719

## **Are Students Scared or Prepared? Psychological Impacts of a Multi-Option Active Assailant Protocol Compared to Other Crisis/Emergency Preparedness Practices**

Cheryl Lero Jonson, Melissa M. Moon & Brooke Miller Gialopsos (2020): Are Students Scared or Prepared? Psychological Impacts of a Multi-Option Active Assailant Protocol Compared to Other Crisis/Emergency Preparedness Practices, Victims & Offenders

## Permitted Uses of ALICE

Navigate360 holds the copyrights to all materials created for the ALICE Training program. Only individuals who complete the 2-day Certified Instructor Course and instructor eLearning course online may use our materials in the following manner. All other uses are restricted. In addition, only Navigate360 can conduct official Certified ALICE Training, issue individual ALICE certificates of any kind, or certify an organization (school district, hospital, etc.) as ALICE compliant.

- Law enforcement officers may train public entities within their jurisdiction while on duty.
- Non-Law enforcement instructors may only train within their own organizations through the blended-delivery model.
- Any other use, whether commercial or educational, is prohibited without the prior written consent of Navigate360.

# Why You Should Be a Host

## Leadership role in your region

By hosting the 2-day Certified ALICE Instructor Training course, your organization can participate as a leader in the attendees' professional development. In addition, hosting participants from your local and larger geographic area provides you with the opportunity to demonstrate your commitment to professional training and to showcase your organization.

## Your community will thank you

Law enforcement agencies, schools, businesses, hospitals, universities, and places of worship across the county are seeking solutions on how to respond during a violent intruder event. Hosting an ALICE 2-day class will help far beyond your organization.

## Lockdown only is not an option

Be proactive. The lockdown-only approach is outdated and no longer in line with Federal agency recommendations. Yet, so many don't understand they have options and are empowered to participate in their own survival. You can bring proven, research-based tactics to your community that can be used anywhere and by anyone in the face of violence.

## Cost-effective training for you

Hosting our Certified ALICE Instructor Training course offers organizations the best of all possible worlds: Expert, up-to-date training programs at a reduced cost, conducted in your own backyard.

- • • •
- • • •
- • • •
- • • •



### **Complimentary seats**

As the host, you will receive two free training seats for the first 15 paid registrants.

### **Budget-friendly**

Budgetary constraints facing most organizations limit the ability to obtain quality training. The hosting program reduces costs for the host organizations and agencies sending personnel to training courses and regional participants.

### **No travel costs**

Since the course is held at or near your organization, attendees are away from their organization for a reduced amount of time. This cuts down on travel time and hotel expenses.

### **Host responsibilities**

**The success of the Host Program is directly linked to the hosting partner's efforts generating local support for the training course.**

Training must be scheduled a minimum of 120 days in advance. Training will not be posted for registration until completion of the 15-minute kickoff call to discuss the promotion of the class and host responsibilities.

The host must provide photos of the classroom and scenario location to Navigate360.

Training days are typically Tuesday/Wednesday or Wednesday/Thursday but can vary on availability.



## **A classroom**

Secure a classroom for the full two days that will fit 20 participants and include the following:

- Projector with ability to connect to a laptop which Navigate360 will provide
- Proper audio-visual equipment for the number of available seats
- Screen to display the laptop presentation from the projector
- Internet access for our trainer and participants
- Power outlets
- A flip chart or a whiteboard is helpful but not mandatory
- The host should plan on providing coffee and refreshments for class

## **Scenario location**

Secure a location where we can conduct scenario training to demonstrate ALICE strategies. Most participants find this to be the most meaningful portion of the class that brings the classroom training to life. An ideal scenario location will be in the same location or with 5 minutes walking distance of the classroom location. It can be an empty school, church, hospital, or similar structure with at least one hallway, a minimum of 4 rooms, and a few exits.

## **Media attendance**

We receive frequent requests from both national and local media to attend our ALICE 2-day course. Out of respect for you coordinating with media, Navigate360 will need to know whether or not you are willing to have media attend the class. If you are willing to have media in attendance, we will coordinate with you accordingly. Notify us of your choice by selecting from the “media attendance” section on the form you will receive from us once you decide to host.

## **Contact person**

We request a representative to attend the course and assist our trainer with on-site coordination. This individual should be selected in the first stages of the hosting request. This will allow our staff to begin working with them to provide information and resolve any concerns.

## **Announcements to local organizations**

Once an agreement on training dates has been reached, the host is responsible for promoting the class by email, personal contacts, or other methods. It’s often helpful to reach out to schools, universities, churches, hospitals, corporations, and other regional agencies. You are the local contact in your area, and we find the more personal connections made by the host, the more successful the class is. This process will assist in securing sufficient enrollment for the class. Effective promotion by the host partner is crucial to recruiting registrants for a training class. The advertisement should begin immediately. If any additional information is needed; we can provide marketing templates and examples for you to copy.



## Navigate360 Responsibilities

### **Handle all class registrations**

Navigate360 will monitor and manage all class registrations. 30 days before a scheduled class, we will either confirm or cancel the class based on whether the minimum of 15 paid registrants has been reached. We will notify the host partner of the confirmation or cancellation. Please do not make any non-refundable arrangements for the class until it has been confirmed.

### **Provide training materials**

We will provide each registered attendee with digital or printed course materials. In addition, upon successful completion of eLearning and a 2-day course, the ALICE Certified Instructors will gain access to robust resources and supplemental material.

### **Provide a trainer**

We will provide a National ALICE Trainer to teach the 2-day ALICE Instructor Training course.

## Class schedule

We ask that our trainer be granted access to the classroom at least 1 hour before the beginning of the class each day to prepare for the session. The daily class schedule is as follows:

### Day 1:

- 8:00am - 9:00: Introduction to Instructor and History of ALICE
- 9:15am - 11:30: Trauma informed training and ALICE Program review
- 11:30am - 12:30: Lunch Break
- 12:30pm - 2:30: Scenarios
- 2:45pm - 4:30: Group Projects
- 4:30 pm - 5:00: Review of Day and overview of Day 2

### Day 2:

- 8:00am - 8:30: Review of Day one
- 8:30am - 11:30: Teachback Sessions 1 & 2
- 11:30am - 12:30: Lunch Break
- 12:30pm - 2:30: Teachback Session 3
- 2:30pm - 3:00: Demonstrations
- 3:00pm - 3:30: Drills & Critical Thinking Drill Cards
- 3:30pm - 4:30: Instructor Resources



### Training certificates

Certificates indicate successful completion of the in-person training program and eLearning course. Each attendee will receive an email with a link to the ALICE Instructor Certification eLearning course after completing the 2-day training course. In addition, instructor certificates are available to download and print after successfully passing the ALICE Instructor Certification eLearning.

### Class flyer & promotional templates

We will provide our hosts with a digital class flyer and other materials which you may use to distribute electronically on your website or through traditional mail.

---

# Set a course for zero incidents.

Take a layered, holistic approach to school safety with Navigate360 technology, training, and guidance to move you closer to your goal.

Schedule a conversation with us today at [ALICETraining.com](https://www.ALICETraining.com)

