



AP 2-321 – THREAT ASSESSMENT CHART

A threat is reported to the principal

STEP 1: School team evaluates the threat and collects information

- Interview student who threatened, the victim, witnesses and the threat maker
- School administrator is part of the team
- Document all interviews (documentation will be kept by principal)
- Evaluate the context and intention of the threat

STEP 2: Decide whether threat is **low**, **medium** or **high** level risk

- Consider criteria for low, medium or high level risk (see below)
- Refer to the SAVRY to determine low, medium or high level risk (alternate formal tools may be used)
- Consider student's behavior baseline, previous discipline history as well as home and school environment

The threat is **low**

- Vague
- Indirect
- Inconsistent information
- Lack of detail and realism
- Unlikely to carry out

The threat is **medium**

- threat could be carried out
- violent action possible
- wording of threat has been thought through (e.g. possible place and time)
- no clear indication of preparatory steps (e.g. weapon seeking)
- moderate concerns about student's potential to act violently
- Superintendent must be informed

The threat is **high**

- Imminent and serious danger to the safety of self or others
- Threat is specific and plausible
- Identified target
- Capacity to act on threat
- Plan for threat is in place (e.g. rehearsal, access to weapons, lists, drawings, tracking victim)
- Strong concern about the student's potential to act violently
- Superintendent must be informed

STEP 3: Respond to **low** level threat

- Can be managed at school with interventions (e.g. restitution, reprimand, parent notification and other appropriate disciplinary action) (review pre-suspension intervention caution sheet)
- Document incident in Student Discipline file

STEP 3: Respond to **medium** level threat

- Take immediate precautions to protect potential victims (e.g. searching locker, bedroom, desks, school bags, etc. of threat maker)
- Isolate threat maker
- Notify parents
- Complete SAVRY with in-school team and School Psychologist
- Determine appropriate disciplinary action (review pre-suspension intervention caution sheet)
- Consider contacting law enforcement
- Consider contacting divisional team
- Provide support for victim if needed
- Document incident in Student Discipline file

STEP 3: Respond to **high** level threat

- Take immediate precautions to protect potential victims (e.g. searching locker, bedroom, desks, school bags, etc. of threat maker, close doors, lock down, call immediate in-school response team)
- Isolate threat maker
- Consult with law enforcement
- Notify parents
- Inform divisional team
- Complete SAVRY with in-school team
- Determine appropriate disciplinary action (review pre-suspension intervention caution sheet)
- Provide support for victims if needed
- Consult Superintendent to consider notifying the school community
- Document incident in Student Discipline file

STEP 4: Implement an Intervention Plan

- Review completed SAVRY form (if completed) and plan appropriate intervention
- Refer to appropriate clinical disciplines if necessary (e.g. psychology, counseling, mental health) for assessment and support
- Implement a behavior intervention and safety plan (may include outside agencies)
- Revise intervention plan as needed
- Maintain contact with students (victim and threat maker) and parents
- Determine support required for victim and threat maker