



THREAT RISK ASSESSMENT

Responsibility:	<i>Superintendent, Student Achievement & Well-Being</i>
Legal References:	<i>Education Act</i>
Related References:	<i>Policy 6000 – Safe Schools Administrative Procedure 1350 – Aftermath of a Violent Incident – Victim/Witness Support; Administrative Procedure 1360 – Safety Response Issues in Schools; Administrative Procedure 1370 – Responsibility for Maintaining Safety, Security and Order in Schools; Administrative Procedure 3040 – Bomb Threat; Administrative Procedure 3090 – Lockdown Procedures (Code Red) Violent Acts/Intruders; Expectations of Administrative Response to Suicide</i>
Effective Date:	
Revisions:	<i>March 2016</i>
Reviewed:	<i>March 2016</i>

1. Preamble

We are committed to making our schools and communities safe. As a result, we will respond to all student behaviours that pose a potential risk to others. In addition, attention will be given to the corrective support needed for the student displaying the negative behaviours, as well as providing victim support. The timely sharing of information about students at risk for violence will support preventive and intervention strategies in preventing school violence. The strength of this model lies in the multi-disciplinary composition of the team. School staff and community members have a shared obligation in the process.

2. Threat Risk Assessment Model

- 2.1 **Stage I** - which is referred to as “data collection and immediate risk-reducing intervention” e.g., Emergency Response, performed at a minimum by the school based team that must be comprised of the school principal, school based support staff (e.g., guidance, social worker, child and youth worker, special education) and the police (S.R.O.) whenever possible. This initial data collection is often accomplished in one to two hours.
- 2.2 **Stage II** – which is referred to as “multidisciplinary threat risk evaluation” is focused on further data set shared by the Stage I team and as such the Stage II members are charged (in collaboration with the Stage I team with the formal risk assessment and evaluation. Members will include a member of the school administration, a member of the Central Threat assessment team and, as well may include some or all of the following: police, psychology, psychiatry, mental health, child protection, youth probation, and others.
- 2.3 **Stage III** – is the formal meeting of the appropriate Stage I and Stage II members following an acceptable Stage II evaluation. The purpose here is to “develop and implement” a comprehensive multi-disciplinary intervention, e.g., counseling, restorative justice, psychological assessment, safety plan, etc.

3. Behaviours that Initiate a Student Threat Risk Assessment

- 3.1 Serious violence with the intent to kill or harm. (clear, direct, and plausible)
- 3.2 Verbal/written threats to kill others.
- 3.3 Internet website threats to kill/injure.
- 3.4 Possession of weapons, including replicas.
- 3.5 Bomb threats (making and/or detonating explosive devices).
- 3.6 Fire setting.
- 3.7 Sexual intimidation or assault.
- 3.8 Gang related intimidation and violence.
- 3.9 Significant increase in baseline worrisome behaviour.

4. Duty to Report

- 4.1 All staff must report all threat related behaviours immediately to the principal or designate.

5. Responsibilities of Principals and Managers

- 5.1 When a student engages in any of the behaviours noted in Section 3, the principal shall:
 - 5.1.1 Contact and consult with the appropriate Superintendent, Student Achievement & Well-Being.
 - 5.1.2 Contact and consult with the Lead of Threat Risk Assessment.
 - 5.1.3 Ensure that parents have been notified of the Threat Risk assessment process.
 - 5.1.4 In collaboration with the central team member, set a meeting date for data sharing, assessment and intervention.
 - 5.1.5 Ensure that there is adequate “follow-through” on the required actions specified in the Intervention Plan.

6. Responsibilities of Threat Risk Assessment Lead

- 6.1 The Threat Risk Assessment Lead shall:
 - 6.1.1 Consult with the principal/manager.
 - 6.1.2 Meet with the Threat Assessment team to review weekly risk referrals. This multi-dimensional approach will result in either a Stage II threat assessment or move to a “Monitor” status where the case returns to MDT at a school level.
 - 6.1.3 Assign each Stage II case to a team member and communicate as such to school administration and Family of Schools Superintendent.

7. Responsibilities of the Central Threat Risk Assessment Team Member when a Stage II Risk Assessment is Assigned

- 7.1 Forward guideline “Stage II Process Checklist” to principal.
- 7.2 Arrange meeting with parent(s) and student.
- 7.3 In collaboration with the multi-dimensional team, complete a Threat Risk summary form. This document will include specific itemization of the requirements identified in the intervention plan. Copies will be given to the parents, central staff, superintendent of schools and a copy will be placed into the student’s O.S.R.