

SDUHSD THREAT PROTOCOL

STEP 1: Principal/Assistant Principal Evaluates Incident.

Notify Superintendent's Office of threat report and continue communication regarding status.

Obtain a specific account of the threat by interviewing the student who made the threat, the recipient of the threat, and other witnesses. Use **Threat Assessment Form p. 1-3**.
Write down the exact contents of the threat and statements made by each party.
Consider the circumstances and the student's intentions. Is there communication of intent to harm someone or behavior suggesting intent to harm?

➔ **If No**, STOP here. Keep assessment & witness paperwork on file in AP office and note in "Intervention" screen that you talked with student.

➔ **If Yes**, go to Step 2.

STEP 2: Attempt to Resolve the Threat as transient.

Principal/Assistant Principal meets with Threat Assessment Team (AP, Resource Officer, School Psych/Counselor/SSS) to report findings.

Is the threat an expression of humor, rhetoric, anger or frustration that can easily be resolved so that there is no intent to harm?
Does the person retract the threat or offer an explanation and/or apology that indicates no future harm to anyone?
Consider the student's age, credibility, and previous discipline history.

➔ **If Yes**, Case resolved as transient. Responses may include a reprimand, parent notification, or another disciplinary action. The student may be required to attend mediation or counseling. Document threat in Aeries Discipline screen and non-discipline outcomes in Intervention screen.

➔ **If No**, go to Step 3.

STEP 3: Respond to a Substantive Threat.

Conduct a threat assessment. The assessment is led by school psychologist or school counselor.

Take precautions to protect potential victims – if identified, warn intended victim and parents
Look for ways to resolve conflict
Determine if threat is Serious or Very Serious
Serious means a threat to hit, fight or beat up
Very Serious means a threat to kill, rape or cause very serious injury with a weapon

➔ **If Serious**, resolve as substantive threat

➔ **If Very Serious**, go to step 4 & 5?

STEP 4: Conduct a Safety Evaluation for a Very Serious Substantive Threat

Notify student's parents
Contact agency for mental health assessment
Consult law enforcement; investigation for evidence of planning and preparation, criminal activity
Discipline student as appropriate and document discipline disposition in Aeries Discipline.
Document any non-discipline in Aeries Intervention screen.
Develop safety plan that reduces risk and addresses student needs. Plan should include review of Individualized Educational Plan if already receiving Special Education services and further assessment if possible disability.

AND

STEP 5: Implement and Monitor Safety Plan

Document the plan
Maintain contact with the student
Monitor whether the plan is working and revise as needed