

STUDENT RISK THREAT ASSESSMENT**Threat Assessment Team (TAT)**Initial Response

- ◆ Divisional Representative (Team Leader)
- ◆ Killarney and Boissevain Schools guidance counsellors
- ◆ School Administrator
- ◆ Appropriate student services teacher

NOTE: If threat directed towards any member of the Initial Response Team, that member will not be part of the process.

Comprehensive Response

The Threat Assessment Team can include the following on a needs basis:

- ◆ Classroom teachers
- ◆ AFM youth counsellor
- ◆ Mental Health Youth Worker
- ◆ RCMP
- ◆ Parents
- ◆ Child and Family Services
- ◆ Youth Justice
- ◆ Medical physicians
- ◆ Children's Special Services
- ◆ Others

**Definitions:**

Immediate risk situations are those situations involving high-risk that requires immediate police intervention, such as when a student is making a threat and is in possession of a weapon.

High-risk behaviours include, but are not limited to, possession of weapons, bomb threats, and threats to kill or injure others. Threats may be written, verbal, posted on the Internet, or made by gesture. They may be direct, indirect, conditional, or veiled. High risk behaviours are those of students twelve years of age and older who are believed to have contravened Section 264.1 (1) or the Criminal Code of Canada which states that student "who in any manner, knowingly utters, conveys, or causes any person to receive a threat...to cause death or bodily harm" has committed an offence. Although student under twelve (12) years of age cannot be charged under the Law, their actions shall be subject to assessment using this protocol.

Worrisome behaviours cause concern for members of the school system and may indicate that a student is moving toward a greater risk of violent behaviour. This may include drawing pictures, writing stories, or making vague statements that do not, of themselves, constitute “uttering threats” as defined by law but are causing concern for some members of the school community because of their violent content.

## **I. Reporting**

- a) Any person in a school having knowledge of high risk student behaviour or having reasonable grounds to believe there is a potential for high risk behaviour shall immediately report the information to the school administrator. A Risk/Threat Assessment Incident Report will be completed with administrator involvement. The completed report will be kept in a separate file with the student’s name evident. The file is to be located in the Principal’s office in a secure and confidential location. A copy of the report is to be sent to the superintendent.
- b) No action shall be taken against a person who makes a report unless it is made maliciously or without reasonable grounds.
- c) In cases where a report is made maliciously, the person shall be dealt with according to school division policy and the law.

## **II. Fair Notice**

- a) Prior to any threat assessment protocol being implemented, all students, staff, and parents shall be provided with information about the protocol so that “fair notice” is given that threat behaviour will not be tolerated.
- b) The school administration shall take the lead to ensure that their students, staff, and parents are aware of the protocol and that a consistent message is given regarding the use of the protocol.

## **III. Duty to Respond**

- a) Schools shall respond to all high risk/threat related behaviours; all high-risk behaviours shall be taken seriously and assessed accordingly.

## **IV. Immediate Risk Procedures**

- a) These require immediate police intervention.
- b) The school administrator shall contact the police immediately and take steps to ensure the safety of all those in the school by activating established procedures as per the Emergency Response Plan such as school evacuation or school security (lock down) etc.
- c) The school administrator shall notify the Threat Assessment Team (TAT) leader, as soon as possible, following initial police contact.

## V. High Risk Behaviours

- a) Upon receiving a report of high-risk behaviour, the school administrator shall initiate the protocol for the response of the Threat Assessment Team (TAT) and contact the RCMP.
- b) In cases where it is believed a Criminal Code violation has occurred, the police officer contacted has the “first call” as to whether or not charges will be laid.
- c) If the police choose not to lay initial charges, the TAT shall continue to conduct a risk assessment and determine follow-up recommendations.
- d) Each member of the TAT is responsible for following through on the recommendations made by the team in conjunction with their agencies’ guidelines.
- e) The school administrator shall notify the parent(s) of the student making the threat at the earliest opportunity and the parents of those students against whom the threat was made. Parents become an integral part of the initial risk assessment process.
- f) If a threat is made against a staff member or student without their knowledge, the school administrator will inform the individual at the earliest opportunity. Students, eighteen (18) years of age or older, shall be informed directly. If the student is under eighteen (18) years of age the decision about when the student is informed will be made by the school administrator in consultation with the parent/guardian(s).
- g) In order to protect others and/or the threat maker, students may be suspended from school by the school administrator during the assessment period.

(A suspension may create the necessary context for the high-risk student who is already struggling with suicidal or homicidal ideation. When a suspension occurs a key question beyond “when to suspend” is “where to suspend”. The isolation and disconnection felt by high risk students during a suspension may be exacerbated if steps are not taken to keep the student connected to healthy supports.)

- h) The TAT shall guide the process from initial assessment, to planning interventions to decrease risk, to plans for re-entry to school where a suspension has occurred.
- i) If circumstances warrant following the completion of necessary assessments, team members may work with the student and parent(s) to develop a re-entry plan for school. This may lead to a signed contract by all participants.

## VI. Duty to Victims and Others

- a) The Threat Assessment Team (TAT) shall ensure that appropriate support is provided to those against whom threats have been made.
- b) The school administrator shall notify all school staff, and parents, if necessary, within a reasonable time period, when the protocol has been activated as a result of high-risk behaviour.

**VII. Students Requiring Special Consideration**

- a) When dealing with students under twelve years of age, those with special needs, or other exceptional students, accountability/maturation issues shall be taken into consideration.
- b) Since these students can still pose a risk, a threat assessment shall be conducted.
- c) The Threat Assessment Team (TAT) shall determine police involvement. (Some of these students may benefit from police involvement as a way to provide a “teaching moment” for the child).

**VIII. Worrisome Behaviours**

- a) The school administrator shall document and communicate all worrisome behaviours to the TAT leader for consultation.
- b) The school administrator shall consult with the TAT leader as to whether or not a threat assessment needs to be conducted.
- c) The police may be consulted but it is generally not done as a formal complaint.
- d) The school administrator shall contact the student’s parents notifying them of the worrisome behaviour.

**IX. Threat Assessment Incident Report**

The TAT leader shall be responsible for compiling all information into a final report which shall be kept in a confidential file in the Superintendent’s office. The principal of the school and other agency participants will receive a letter which contains summative data and recommendations by the Threat Assessment Team.

The principal may review the final report if necessary.

When the student graduates from the school division, the report will be shredded and a record made of the destruction as per divisional policy.

If the student leaves the school and/or division, before graduation, the report will be held for one full year (12 months) and then will be shredded and a record made of the destruction as per division policy.