



- 41 protect and support potential victims, and to provide assistance, as needed, to the individual  
42 being assessed.
- 43 ● Regardless of threat assessment activities, disciplinary action and referral to law enforcement  
44 occur when required by Board policy or the Code of Virginia.
  - 45 ● In accordance with the Code of Virginia, when threats of self-harm are accompanied by  
46 threats to harm others, or investigation suggests the existence of a threat to others, the school  
47 threat assessment team (and central office staff, if applicable) are notified and take  
48 appropriate action to prevent acts of violence. The threat assessment team works  
49 collaboratively with other entities involved in the case.
  - 50 ● All school division employees, volunteers, and contractors are required to report immediately  
51 to an administrator any expression of intent to harm another person, concerning  
52 communications, or concerning behaviors that suggest an individual may intend to commit  
53 an act of violence.

54 Anyone who believes that a person or situation poses a clear and immediate threat of serious  
55 violence that requires containment must notify school security and/or law enforcement in  
56 accordance with Policy EB.

57 Certain types of threats require immediate notifications. ACPS provides these notifications in  
58 accordance with ACPS policies including CLA and KNAJ.

## 59 **ASSESSING THREATS**

60 When a threat is reported, the school administrator and/or threat assessment team leader initiates  
61 an initial inquiry/screening and, in consultation with the threat assessment team, makes a  
62 determination of the seriousness of the threat as expeditiously as possible in accordance with  
63 ACPS Student Threat Assessment Guidelines.

64 Upon notification of threatening behavior or communications, the school administrator or threat  
65 assessment team leader determines if an imminent threat is believed to exist. If the individual  
66 appears to pose a clear and immediate threat of serious violence, the administrator notifies law  
67 enforcement and school security in accordance with Policies EB and EBB.

68 If there is no reasonably apparent imminent threat present, or once such an imminent threat is  
69 contained, the threat assessment team leader ensures that the situation is screened to determine if  
70 the full threat assessment team needs to be involved. This screening may include (as necessary and  
71 appropriate):

- 72 ● Review of the threatening behavior or communication;
- 73 ● Review of school and other records for any prior history or interventions with the individual(s)  
74 involved; and
- 75 ● Conducting timely and thorough interviews (as necessary) of the person(s) who reported the  
76 threat, the recipient(s) or target(s) of the threat, other witnesses who have knowledge of the  
77 threat, and where reasonable, the individual(s) who allegedly engaged in the threatening  
78 behavior or communication. The purpose of the interviews is to evaluate the individual's threat  
79 in context, so that the meaning of the threat and intent of the individual can be determined.

80 If it is determined that the threat is not identifiable or a low threat of violence or harm to self or  
81 others, and threat assessment team determines that no further assessment, intervention, or  
82 monitoring is required at this time to prevent violence:

- 83 ● The threat assessment team leader ensures that the incident and review is adequately  
84 documented via the ACPS Threat Assessment Documentation Form. The threat assessment  
85 team maintains the documentation in accordance with Policy EBB.
- 86 ● If the individual (about whom the report was made) does not pose a threat but could benefit  
87 from or is in need of some other assistance, the threat assessment team leader ensures that the  
88 individual is referred to the appropriate school or community-based resources.

89 If it cannot be determined with a reasonable degree of confidence that the alleged threat is no/low  
90 threat, then a more in-depth assessment is undertaken by the threat assessment team to determine  
91 the nature and degree of any safety concerns and to develop strategies to prevent violence and  
92 reduce risk, as necessary. The assessment may include, but not be limited to, reviews of records;  
93 interview and consultation with staff, students or community who know the individual; and  
94 interviews of the individual and the target/recipient of the threat(s).

95 Based on the information collected, the school threat assessment team determines strategies to  
96 mitigate the threat and provides intervention and assistance to those involved, as needed.

97 Upon a determination that a student poses a threat of violence or physical harm to self or others,  
98 the school threat assessment team immediately reports its determination to the Superintendent or  
99 designee, including designated school administrators. The school-based administration  
100 immediately attempts to notify the minor student's parent or legal guardian.

101 In accordance with Virginia Department of Criminal Justice Services (DCJS) Threat Assessment  
102 Guidelines, in instances where the threat is deemed moderate risk or high risk, or requires further  
103 intervention to prevent violence or serious harm, the school administrator shall notify, in  
104 consultation with law enforcement, the parent and/or guardian of any student who is the  
105 target/recipient of a threat as well as the parent and/or guardian of any student who made the threat.  
106 Timing of notifications should be made in consultation with law enforcement.

107 In cases involving no/low risk threats, the school administrator may notify the parent/guardian of  
108 any student who is the target/recipient of a threat and/or may notify the parent/guardian of any  
109 student who made the threat.

## 110 **INTERVENING, MONITORING, AND RESOLVING THREATS**

111 If it is determined that an individual poses a threat of violence, the threat assessment team develops,  
112 implements, and monitors an individualized plan to intervene with, address and reduce the threat.  
113 The threat assessment team maintains documentation in accordance with DCJS Threat Assessment  
114 Guidelines.

115 The threat assessment team assists individual(s) within the school who engaged in threatening  
116 behavior or communication, and any impacted staff or students, in accessing appropriate school  
117 and community-based resources for support and/or further intervention.

118 For each case, a member of the threat assessment team is designated as a case manager to monitor  
 119 the status of the individual(s) of concern (in that case) and to notify the threat assessment team of  
 120 any change in status, response to intervention/referrals, or additional information that would be  
 121 cause for a re-assessment and changes in intervention strategies. Updates regarding the case are  
 122 documented in accordance with (DCJS) Threat Assessment Guidelines. These updates are  
 123 submitted regularly (e.g., at least every 30 days) until the case is resolved and is no longer assessed  
 124 to pose a threat to the school or its staff or students.

125 Resolution and closure of the case is documented in accordance with (DCJS) Threat Assessment  
 126 Guidelines.

127 Established: June 22, 2017  
 128 Revised: December 16, 2021  
 129 Amended: June 15, 2023

130  
 131 Legal Refs.: Code of Virginia, 1950, as amended, §§ 16.1-301, 18.2-83, 22.1-79.4,  
 132 22.1-272.1, 22.1-277.07, 22.1-279.3:1.

133  
 134 *Threat Assessment in Virginia Public Schools: Model Policies,*  
 135 *Procedures, and Guidelines*, Virginia Department of Criminal Justice  
 136 Services, 2nd Edition, 2016.

137  
 138 Policy Refs.: CLA Reporting Acts of Violence and Substance Abuse  
 139 EB School Crisis, Emergency Management and Medical  
 140 Emergency Response Plan  
 141 EBB Threat Assessment Teams  
 142 JFC Student Conduct  
 143 JFCD Weapons in School  
 144 JFCF/JFCI Alcohol and Other Drugs (AOD) in Schools  
 145 JGD/JGE Student Suspension/Expulsion  
 146 JDGA Disciplining Students with Disabilities  
 147 JFCE Gang Activity or Association  
 148 JFCC Student Conduct on School Buses  
 149 JHH Suicide Prevention  
 150 JM Management of Student Behaviors in Emergency Situations  
 151 JO Student Records  
 152 KNAJ Relations with Law Enforcement Authorities