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#### THREAT ASSESSMENT TEAM REGULATIONS

In accordance with Va. Code § 22.1-79.4, the Superintendent establishes threat assessment teams
located at each school.

Each school threat assessment team includes persons with expertise in counseling, instruction,
school administration, safety and security, and law enforcement. The team leader is the principal
or other senior administrator for the school.

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8 Team members work collaboratively with each other, with other school staff, and (as appropriate)
9 with community resources to support the purposes of the team and the safety of the school and its

- 9 with community re10 students and staff.
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The threat assessment team leader may designate a subset of team members to screen cases reported to the team. This process serves to determine their appropriateness for review and/or action by the full team. If the team elects to implement a screening process, at least two members of the team will review initial reports of concern to determine if existing resources and mechanisms are sufficient to address those concerns, or whether the full team should further assess and manage

17 the situation. All members of the team should have the opportunity to review screened cases to

18 ensure they have been adequately addressed.

Unless it is not feasible to do so, all team members are involved with the assessment andintervention of individuals whose behavior poses a threat to the safety of school staff or students.

21 Although only some members may be involved in management of the crisis depending on the

situation, team members actively, lawfully, and ethically communicate with each other; with

23 school administrators; and with other school staff who have a need to know particular information

to support the safety and well-being of the school, its students and its staff.

25 In fulfilling statutory responsibilities, school threat assessment teams:

- Provide guidance to students and staff regarding recognition of threatening behavior that may
   represent a threat by conducting presentations, broadly disseminating relevant information,
   and ensuring access to consultation from threat assessment teams;
- Clearly identify members of the school community to whom threatening behavior should be reported; and
- Implement Alexandria City Public Schools (ACPS) School Board policies in an effective manner for the assessment of and intervention with individuals whose behavior poses (or may pose) a threat to the safety of school staff or students, including (where appropriate) referrals to community services boards or health care providers for evaluation or treatment.

## 35 **PROCEDURES**

36 Identifying and Reporting Threats

When an individual makes a threat or engages in concerning communications or behaviors
 that suggest the likelihood of a threatening situation, the ACPS Threat Assessment
 Guidelines are followed. The goal of the threat assessment process is to take appropriate
 preventive or corrective measures to maintain a safe and secure school environment, to

protect and support potential victims, and to provide assistance, as needed, to the individualbeing assessed.

- Regardless of threat assessment activities, disciplinary action and referral to law enforcement
   occur when required by Board policy or the Code of Virginia.
- In accordance with the Code of Virginia, when threats of self-harm are accompanied by threats to harm others, or investigation suggests the existence of a threat to others, the school threat assessment team (and central office staff, if applicable) are notified and take appropriate action to prevent acts of violence. The threat assessment team works collaboratively with other entities involved in the case.
- All school division employees, volunteers, and contractors are required to report immediately
   to an administrator any expression of intent to harm another person, concerning
   communications, or concerning behaviors that suggest an individual may intend to commit
   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 in58 accordance with ACPS policies including CLA and KNAJ.

## 59 ASSESSING THREATS

When a threat is reported, the school administrator and/or threat assessment team leader initiates an initial inquiry/screening and, in consultation with the threat assessment team, makes a determination of the seriousness of the threat as expeditiously as possible in accordance with 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.

- If there is no reasonably apparent imminent threat present, or once such an imminent threat is contained, the threat assessment team leader ensures that the situation is screened to determine if 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;
- Review of school and other records for any prior history or interventions with the individual(s)
   involved; and
- Conducting timely and thorough interviews (as necessary) of the person(s) who reported the threat, the recipient(s) or target(s) of the threat, other witnesses who have knowledge of the threat, and where reasonable, the individual(s) who allegedly engaged in the threatening behavior or communication. The purpose of the interviews is to evaluate the individual's threat
- 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:

- The threat assessment team leader ensures that the incident and review is adequately
   documented via the ACPS Threat Assessment Documentation Form. The threat assessment
   team maintains the documentation in accordance with Policy EBB.
- If the individual (about whom the report was made) does not pose a threat but could benefit
   from or is in need of some other assistance, the threat assessment team leader ensures that the
   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).

- Based on the information collected, the school threat assessment team determines strategies to
   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,
- 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
- behavior or communication, and any impacted staff or students, in accessing appropriate school
- and community-based resources for support and/or further intervention.

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

to pose a threat to the school or its staff or students.

Resolution and closure of the case is documented in accordance with (DCJS) Threat AssessmentGuidelines.

127	Established:	June 22, 201	7
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	-		22.1-277.07, 22.1-279.3:1.
133			
134		Threat Asses	sment 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