

# FCS Threat Assessment Flowchart

A threat is defined as any expression of intent to harm someone. Threats can be spoken, written, emailed, posted or expressed in some other way. All employees are required to report any threats to school administration.

## Mitigate

- Take immediate action to protect students, employees and visitors. Supervise student as needed.
- Notify School Police Officer and Zone Superintendent for Level 2 and 3 threats.
- Obtain a specific account of the threat by interviewing the student who made the threat, the target of threat and other witnesses. Use threat assessment incident report and questionnaire for Level 3 threats and document the exact content of the threat and statements made (2 adults are required to do this process). Obtain written statements from all parties involved.

### Level 1

- Intent to harm is not clear or apparent
- No evidence of motive
- No ability
- No evidence of planning
- Expressions of anger or frustration dissipate quickly
- Threats of a fight without specificity of violence
- No specific person, place or object targeted

### Level 2

- Intent to harm is somewhat revealed
- Some evidence of motive
- No ability at this time
- Expressions of anger or frustration linger
- Evidence of some planning
- Specific person, place or object targeted

### Level 3

- Intent to harm is revealed
- Motive exists
- Ability to carry out the plan exists
- Expressions of anger are pervasive
- Clear evidence of plan/planning
- Specific person, place or object targeted
- The threat has been repeated over time or communicated to multiple persons
- The student has an accomplice(s) or has attempted to recruit

## Assess and Respond

The preponderance of evidence helps determine the level of threat. (Levels 1 -3)

### Level 1 Response

- Notify student's parents and intended victims' parents to the extent allowed by FERPA
- Implement discipline (consider IEP/504 requirements)
- Enter incident into Infinite Campus
- Refer to a school counselor
- Refer to school social worker as needed for resources
- Continue to monitor behavior

### Level 2 Response

- Communicate to School Police Officer
- Communicate to Zone Superintendent
- Notify student's parents and intended victims' parents to the extent allowed by FERPA
- Communicate with parents/community as appropriate
- Implement discipline (consider IEP/504 requirements)
- Enter incident into Infinite Campus
- Refer to a school counselor
- Refer to school social worker as needed for resources
- Refer to school Intervention team to establish and monitor interventions.
- Special education/504 consideration if appropriate

### Level 3 Response

- Immediately communicate to School Police and Executive Director of Safety and Security
- Communicate to Zone Superintendent
- Communicate with parents/community as appropriate
- Notify student's parents and intended victims' parents to the extent allowed by FERPA
- Implement discipline (consider IEP/504 student requirements)
- Enter or upload threat incident report and questionnaire into Infinite Campus
- Refer to school counselor
- Refer to SES social worker
- Refer to school Intervention team to establish and monitor interventions.
- Refer for a clinical assessment
- Special education/504 consideration if appropriate

## Refer

### Parent Meeting for Threat Assessment Protocol

- Hold parent meeting; provide parent letter and ensure Release of Information is signed.
- Social and Emotional Social worker SES schedules the clinical assessment
- SES social worker and school team consult with personnel conducting the clinical assessment.

## Re-entry

### Implement School Reentry Plan

- Upon receipt of clinical assessment, complete written school reentry plan (if appropriate).
- Hold School reentry meeting with pertinent school staff, parents and student (if appropriate).
- Provide signed copy of written plan to parents, building administrator, counselor/social worker.
- Convene IEP/504 if appropriate
- If /when student returns to school, conduct periodic status check with appropriate school team and revise student plan as needed.

LEVEL 3 ONLY

The results of this assessment do not predict specific episodes of violence, nor are they a clinical or comprehensive method of assessing an individual's potential to harm others. The purpose of this assessment is to identify circumstances that may increase the risk for potential violence and to assist school staff in developing a safety and supervision plan.