

# Threat Assessment Decision Tree

Threat reported to school administration

## Step 1: Evaluate threat using the School Behavior Threat Assessment Screening Tool

- School administrator should obtain a specific account of the threat by interviewing the student who made the threat, the recipient of the threat, and other witnesses. Collect in writing the exact content of the threat and statements made by each party. Consider the circumstances of which the threat was made and the student's intentions.

**If the incident occurs after school hours**, assemble the team and meet at the school before/after hours. If determined to need alternate location due to reported fears or hysteria of the school community with the student coming on campus, contact the Director of Student Safety for support with an appropriate alternate location.

## Step 2: Assemble team and decide whether threat is clearly transient or substantive

- Consider criteria for transient versus substantive threats Consider
- student's age, credibility, and previous discipline history

Threat is clearly transient

Threat is substantive or threat meaning not clear

## Step 3: Respond to transient threat

Typical responses may include reprimand, parental notification, or other disciplinary action. Student may be required to make amends and attend mediation or counseling.

## Step 3: Decide whether the substantive threat is serious or very serious using the In-Depth Student & Parent Interviews

A serious threat might involve a threat to assault someone. A very serious threat involves use of a weapon or is a threat to kill, rape, or inflict severe injury.

Threat is *serious*

Threat Assessment Documentation Form

Threat is *very serious*

## Step 4: Respond to serious substantive threat

- Take immediate precautions to protect potential victims
  - Notify student's parents
  - Consider contacting law enforcement
  - Refer student for counseling, mediation, or other interventions
- Discipline student with appropriate consequences

## Step 4: Conduct safety evaluation

- Take immediate precautions to protect potential victims, including notifying victim and parents
- Consult with law enforcement
- Notify student's parents
- Refer for mental health evaluation
- Discipline as appropriate

## Step 5: Implement a safety plan

- Complete a written plan
- Maintain contact with the student
- Revise plan as needed

Click [HERE](#) for the Threat Assessment Kit