ACADEMY OF ACCELERATED LEARNING, INC.
BOARD POLICY MANUAL
STUDENT WELFARE: CRISIS INTERVENTION AND CONFIDENTIAL REPORTING - Policy Code: FFB (LOCAL)

Section 1. Purpose

The Academy of Accelerated Learning, Inc. ("AAL") shall maintain confidential reporting, crisis-intervention, threat-assessment, suicide-prevention, and mental-health response procedures designed to protect students and support a safe and supportive school environment.

Section 2. Scope

This policy applies to students, parents and guardians, employees, volunteers, contractors, and community members who report or receive information concerning a possible threat or student-welfare concern.

Section 3. Confidential Reporting System

AAL shall provide accessible methods for reporting:

- Threats of violence or other safety concerns
- Bullying or cyberbullying
- Harassment, discrimination, or dating violence
- Suicide risk, self-harm concerns, or other serious mental-health concerns
- Substance-abuse concerns
- Weapons, suspicious activity, or planned unlawful conduct
- Other conduct that may threaten a student or the school community

Reports may be submitted orally, in writing, electronically, or anonymously through procedures established by the Superintendent or designee. Texas law requires bullying-reporting procedures, including a method for students to report anonymously.

Section 4. Confidentiality

AAL shall handle reports as confidentially as permitted by law. Information shall be shared only with personnel who need it to evaluate the concern, protect safety, investigate misconduct, provide required services, notify parents or authorities, or comply with law.

Confidentiality cannot be guaranteed when disclosure is necessary to protect a person from harm, complete a fair investigation, provide due process, make a legally required report, or respond to a lawful request.

Section 5. Immediate Danger

A reporting system is not a substitute for emergency assistance. Any person who knows of an immediate threat to life or safety shall call 911 or notify law enforcement and campus administration immediately.

Section 6. Employee Duty to Report

An employee who observes, receives, or reasonably suspects a reportable safety or welfare concern shall promptly notify the principal, Superintendent, threat-assessment team, or other designated official. An oral report shall be documented in writing by the receiving official.

Section 7. Review, Triage, and Referral

The designated administrator shall promptly assess each report and route it to the appropriate process, including:

- Emergency response or law enforcement
- The threat-assessment team
- Bullying procedures under FFI
- Discrimination, harassment, dating-violence, or retaliation procedures under FFH
- Child-abuse or neglect reporting procedures
- Suicide-prevention or mental-health intervention
- Student discipline or other administrative review

The threat-assessment process shall follow Texas requirements for a safe and supportive school program and team.

Section 8. Anonymous Reports

AAL shall review anonymous reports to the extent reasonably possible. Disciplinary action shall not be based solely on an anonymous report without corroborating information or other reliable evidence.

Section 9. No Retaliation

AAL prohibits retaliation against a person who, in good faith, makes a report, provides information, requests assistance, or participates in an investigation or safety intervention. A report of retaliation shall be reviewed promptly.

Section 10. Knowingly False Reports

A person who intentionally submits a materially false report or knowingly provides false information may be subject to appropriate disciplinary or legal action. A report that cannot be substantiated does not, by itself, establish that the report was intentionally false.

Section 11. Parent Notification

AAL shall provide parent or guardian notice when required by law or applicable policy while considering immediate safety needs, student privacy, law-enforcement instructions, and the integrity of an investigation.

Section 12. Records

Reports, assessments, referrals, parent communications, actions taken, and follow-up documentation shall be retained according to AAL's records-retention schedule. Student information shall be protected under FERPA and applicable state confidentiality requirements.

Section 13. Training and Notice

AAL shall provide employees with procedures for recognizing, receiving, documenting, and referring safety concerns. Reporting methods shall be communicated to students, parents, employees, and the community through appropriate handbooks, websites, training materials, and campus notices.

Section 14. Legal References

- Texas Education Code §§ 12.104(b)(3)(Q), 37.0832, and 37.115
- Texas Education Agency minimum standards for bullying prevention
- Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and 34 C.F.R. Part 99
- Applicable child-abuse reporting, emergency-response, discrimination, harassment, and student-discipline laws and policies