



# Charter School for Applied Technologies

## Targeted-Violence Assessment Protocol

1. School is made aware of a threat of targeted-violence: when a student specifically selects a school or a member of the school community to harm.
  - a. Secure and maintain original documentation and how it was gathered or obtained.
  - b. Contact building administration with concern.
2. Risk level identified (**Low**, **Medium** or **High**) by trained faculty and administration, utilizing *STEP 1 Path to Violence Worksheet*.
  - a. If the risk level is **Low** then the school will conduct a Threat Assessment inquiry
  - b. If the risk level is **Medium** then law enforcement is notified that the school is conducting Threat Assessment inquiry and may need support.
  - c. If level is deemed **High** then law enforcement is immediately notified.
  - d. Is the student a risk to him/her self – suicidal ideation?
3. Secure student(s) initiating threat and perform search of locker/effects and collate academic, disciplinary and any law enforcement records for review
4. District Chief Emergency Coordinator or alternate is made aware that a threat has been made. Basic details are communicated to determine how to inform various stakeholders.
5. Safety Team members and available auxiliary staff are assembled and Threat Assessment is conducted.
  - a. Parent/guardian is contacted and personally spoken to. The conversation is documented in phone journal in confidential manner.
  - b. All Threat Assessment Inquiry documents are saved to a restricted access drive in the District Safety folder.
6. District administration make a decision to notify staff/faculty of the status of the threat.

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7. School-based Intervention – determine which type of intervention best suit the student’s needs and create a plan to implement before student returns to class. A range of interventions may be appropriate and they include:
  - a.) Counseling,
  - b.) Safety Plan,
  - c.) School disciplinary action,
  - d.) Referral to outside counseling
  - e.) Referral to law enforcement

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