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JICM-OA Student Threat Assessment Protocol

Step 1: Principal or designate receives a report of a concerning behaviour or situation.

Step 2: Principal or designate makes an initial decision if the behaviour involved is:

Worrisome Behaviour

High-Risk Behaviour

Immediate Risk Situation

Worrisome Behaviour

Refers to behaviour that causes concern for school staff because of its violent theme or content (i.e. drawing violent pictures, writing stories, vague threats with no specific target). In most of these cases, the school/division Threat Assessment Team would be consulted to assess the situation and plan for necessary follow-up.

- ? Principal or designate will collect details of the incident.
- ? Principal or designate will consult with the school/division Threat Assessment Team and complete the Incident Report Form (attached).
- ? Notify parents/guardians
- ? Develop an intervention plan
- ? Incident report to the Resource File

High-Risk Behaviour

Refers to behaviour that contravenes the Criminal Code of Canada, which states that an individual, who in any manner knowingly utters, conveys or causes any person to receive a threat to cause death or bodily harm has committed an offense. In these situations, the Threat Assessment Team will be activated to determine whether a threat maker actually poses a risk to the target or targets he or she has threatened.

- ? Principal or designate will collect details of the incident
- ? Plan for immediate risk reduction
- ? Notify the Superintendent or designate

- ? Principal to activate members of the school/division Threat Assessment Team and complete the Data Collection Form (attached)
- ? Notify the RCMP (optional)
- ? Notify parents/guardians. Plan for the release of the student to the custody of the parents/guardians
- ? Threat assessment Team to develop an intervention plan which may include a Comprehensive Threat Assessment and advise principal regarding debriefing staff and students.
- ? Complete Serious Incident Report
Forward copies to Superintendent and School Administrator. Copy of report will be given to parents on request.

Immediate Risk Situations

Refers to a threat or situation of concern that appears to pose imminent and serious danger to the safety of target or targets. In these cases a threat is posed and the matter is one of immediate police intervention and protective school response, not threat assessment.

- ? Call 911
- ? Activate school safety protocols (lockdown, evacuation)
- ? Notify the Superintendent or designate
- ? Principal to activate the school/division Threat Assessment Team and complete the Data Collection Form.
- ? Notify the parents/guardians
- ? Threat Assessment Team to develop an intervention plan which may include a Comprehensive Threat Assessment and advise principal regarding debriefing staff and students.
- ? Complete Serious Incident School Report
Forward copies to Superintendent and School Administrator. Copy of report will be given to parents on request.

Step 3: Principal or designate to notify and debrief staff regarding actions taken.

Threat/Risk Assessment Report

The Division-Based Team leader shall be responsible for insuring that a Threat/Risk Assessment Report is written and housed in the appropriate clinical or Student Services file.

Information pertaining to the assessment of the student's threatening behaviour will be shared on a need to know basis as recommended by the Division-based Team. A summary of the Team's findings and recommendations will be shared with the school principal, other agency participants and the parents/guardians. A notation that a Threat/Risk Assessment has been conducted will be placed in the student's pupil file.

PRINCIPAL

School-Based Team
(Administrator(s), and/or Resource team and/or Clinicians)
assesses concerning behaviour to define the level of risk
See PROTOCOL
Notify parent/guardian in all instances

Division-Based Team
(Administrator(s), and/or Student Services Coordinator and/or
Clinicians, 2 other trained team members)
assesses concerning behaviour to define the level of risk
See PROTOCOL
Notify parent/guardian in all instances

Worrisome Behaviour

High-Risk Behaviours

Immediate Risk Behaviours

Notify:
1. Superintendent
2. RCMP (optional)

Contact:
1. 911
2. Division-based team for
consultation and possible
risk assessment.

Intervention Plan may include:
1. Behaviour Intervention Plan
2. Involving student and
parent/guardian when appropriate

Intervention Plan will include:
1. Behaviour Intervention Plan
Could include:
2. Formal Threat/Risk
Assessment
3. Re-entry meeting
4. Suspension with support
5. Referral to outside agencies

Intervention Plan will include:
1. Formal Threat/Risk
Assessment
2. Behaviour Intervention Plan
3. Re-entry meeting with
optional signed Behavioural
Contract
4. Suspension with support
5. Referral to outside agencies

**Incident Report – original to
resource file**

**Incident Report – original to
resource file
Copy to the superintendent**

**Incident Report – original to
resource file
Copy to the superintendent
Threat/Risk Assessment
Report to Clinician file**