



Student Threat Screening

THREAT OR AGGRESSION TOWARD OTHERS REPORTED TO PRINCIPAL

If imminent danger exists, initiate PPS Emergency Procedures including contacting:

- A. Law Enforcement **911**
- B. Multnomah Crisis Line **503.988.4888** [Crisis Line Calling Tips](#)
- C. PPS Emergency **503.916.6622** (they will make sure A and B have occurred and activate incident management team as needed)

If no imminent danger exists, proceed with the following screening process.

Person accused of making a threat: (complete as much as possible) _____ PPS ID#: _____
 School: _____ Grade: _____ Birth Date: _____ Age: _____
 Student Address: _____
 Student Phone/Email: _____
 Parent/Guardian Name/s, Phone/Email: _____
 Parent/Guardian Name/s, Phone/Email: _____
 Has the student ever been identified for SPED services? Yes No If yes, please describe: _____
 Does the student have a current IEP or 504 Plan? Yes No If yes, please describe: _____
 Does the student have any medical problems or disabilities? Yes No If yes, please describe: _____
 Is the student taking any medication? Yes No If yes, please list: _____
 Student's ethnicity: _____ Parent/Guardian preferred language: _____ Interpreter needed? Yes No

STEP 1 INVESTIGATE

- If a threat is being reported to you by law enforcement, and they are investigating, go to STEP 3
- If you have questions about completing Student Threat Screening, contact 503.916.6611
- Complete Interviews: Interview in an order that makes sense based on information received. Additionally, based on seriousness of the situation, police may need to be involved in some of the interviews
 - [Persons with knowledge of threat](#)
 - [Person who is accused of making threat](#)
- Write down the exact content of the threat and statements made by each party – be sure to include the date and time the threat was made and the date and time it was reported to staff
- Consider the circumstances in which the threat was made and the student's intentions

Answer the following questions using information from the above investigation

	Y	N
Is this a threat of violence?	<input type="checkbox"/>	<input type="checkbox"/>
Is threat or aggression specific to identified target with motive and plan?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a weapon at school or an attempt to bring a weapon to school?	<input type="checkbox"/>	<input type="checkbox"/>
Is there repeated intent to carry out threat?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a history of threats, aggression, or violence (in school or away from school)?	<input type="checkbox"/>	<input type="checkbox"/>
Do staff, parent/guardian, and/or student(s) perceive threatening circumstances?	<input type="checkbox"/>	<input type="checkbox"/>
Has administrator determined that the situation poses a risk to school personnel or community?	<input type="checkbox"/>	<input type="checkbox"/>
Is the threat, aggression, or violent act causing considerable fear or disruption to activity?	<input type="checkbox"/>	<input type="checkbox"/>

After considering ALL of the above information, does the investigation indicate there are safety concerns?

- If YES to any of the above questions proceed to STEP 2
- If NO, contact the parent/guardian and let them know there was an incident, and upon investigation, safety concerns at this point are unsupported. **Complete** [Parent/Guardian Interview](#).
 - If the parent/guardian interview reveals safety concerns, proceed to the STEP 2
 - If the parent/guardian interview does not reveal safety concerns: **STOP** -Scan Student Threat Screening packet then email to studentservices@pps.net and School Supervisor

STEP 2 ACT (if YES is answered to ANY of the above questions)		Date/Time
Building Site Team convenes right away. Team may include but is not limited to: administrator, school counselor and/or school social worker, school psychologist. Then add <input type="checkbox"/> Law Enforcement 503.823.3333 and involve them in site team conversation. (Joining by speaker phone is OK)		
<input type="checkbox"/> Site Team reviews information obtained in STEP 1		
<input type="checkbox"/> Complete parent/guardian interview <i>following Site Team Conversation</i>		
<input type="checkbox"/> Call Multnomah County Crisis Line 503.988.4888 and involve them in site team so they can provide input and possible mental health history (joining by speaker phone is OK) Crisis Line Calling Tips		
<input type="checkbox"/> Call Department of Human Services (DHS) if there are any questions of child abuse or student of concern is engaged with DHS services 503.731.3100		
<input type="checkbox"/> Consult with student's current mental health provider if applicable and available		
<input type="checkbox"/> Check social media		
<input type="checkbox"/> Review student's cumulative file		
<input type="checkbox"/> Consult with Student Services 503.916.6611 and/or Security Services 503.916.3000 for guidance as needed		
<input type="checkbox"/> Notify recipient(s) of threat (target list notification): Guidelines for Notifying Parents/Guardians whose Student(s) are the Subject of Threats of Violence or Harm		
STEP 3 SCHOOL ACTION PLAN		Date/Time/Person who is Monitoring
A. Considerations for School Action Plan (as determined by the Site Team)		
<input type="checkbox"/> Restorative Process		
<input type="checkbox"/> Mental Health Screening and/or current mental health provider recommendations – Release of Information		
<input type="checkbox"/> School Intervention Team (SIT) – student should continue to be tracked through SIT		
<input type="checkbox"/> Student Safety Plan		
<input type="checkbox"/> Tier 2 Intervention (e.g. Check & Connect/Check In/Check Out/Targeted Groups)		
<input type="checkbox"/> Disciplinary Action		
<input type="checkbox"/> Other:		
B. Convene with student and parent/guardian to build upon the school action plan		
C. Action plan approved by Principal/Administrator:		
D. Scan and email to Student Services and School Supervisor		