

Notification of Threats of Violence or Harm

Purpose

This procedure defines the responsibility of staff, students, volunteers or other individuals to communicate threats of violence or harm to designated school officials and prescribes their required course of action.

Scope

This procedure applies to the Superintendent, administrators, staff, students, parents and guardians, and the community.

Procedure

1. Staff, students, volunteers, and others involved in school activities have the responsibility to report any threats of violence or harm to designated school officials. All serious threats of violence or substantial bodily harm will be immediately reported to law enforcement.
 - 1.1. Staff, students, volunteers, and others involved in school activities providing reports of threats in good faith as required and consistent with the Board's policies adopted under this section are immune from any liability arising out of such reports.
 - 1.2. Staff will involve in-district multi-disciplinary professionals in evaluating the threat and the needs of the person making the threat. Consultation with or referrals to community-based professionals and services are encouraged where appropriate.
2. Under the Family Educational Rights and Privacy Act (FERPA), the district may only release student records with parent or adult student permission, or in a health or safety emergency. For that reason, the district will identify students who have made threats of violence or harm when notifying the subjects of the threats, under the following conditions:
 - (a) The parent or adult student has given permission to disclose the student's identity or other information to the subject of the student's threat.
 - (b) The identity of the student and the details of the threat are being disclosed to relevant district staff who have been determined to have legitimate educational interest in the information.
 - (c) The identity of the student or the details of the threat are being released because the release of the information is necessary to protect the health or safety of the student or other individuals. In making this determination, school officials will use their best judgment, and may take into account the "totality of the circumstances" pertaining to the safety of health of a student or other individuals.
 - (d) The district is responding to a court order or subpoena. Generally the district must make a reasonable effort to notify the parents of the student or adult student of the subpoena in advance of complying, so that the family can seek protective action, unless the court order or subpoena expressly forbids such notification.

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3. Relevant information about the threat that does not improperly identify a student will be provided to the subject of the threat, and the subject will be advised that if law enforcement has been involved in the matter, the law enforcement agency may have more information that can be shared with the subject.
 4. To promote the safety of all concerned, school officials will collaborate to determine if classroom teachers, school staff, school security, others working with the student(s) involved in the threat circumstance, or parents should be notified. Subject to the confidentiality provisions cited above, school officials will consider all available information when determining the extent of information to be shared, including prior disciplinary records, official juvenile court records, and documented history of violence of the person who made the threat.
 5. Discipline against student(s) for making threats of violence or harm will be consistent with district policy and procedure regarding student discipline. Discipline against district staff for making threats of violence or harm will be consistent with district policy and procedure regarding staff discipline.

Supporting Documentation

OSPI website [School Safety Center](#): Threat Assessment, A-Z Index

Document History

Action:	Date:
New	August 20, 2003
Revised	May 16, 2018
Revised	
Revised	

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