



**Building a School Threat Assessment Program:
8-Step Action Plan**

District or School Name: _____

Step 1. Establish a multidisciplinary threat assessment team.

List team members:

Step 2. Define prohibited and concerning behaviors.

List existing and identify needed policies regarding concerning and prohibitive behaviors:

[Type here]

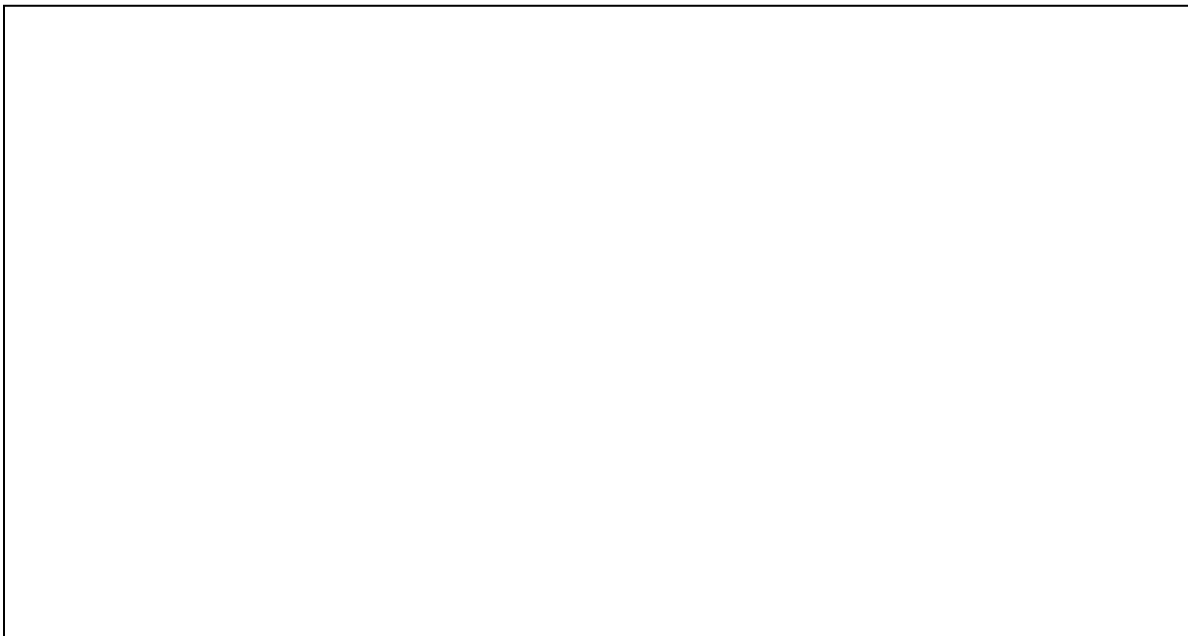
Step 3. Create a central reporting mechanism.

List identified procedures and mechanisms for staff, faculty, and students to report a threat:



Step 4. Determine the threshold for law enforcement intervention.

Not all reports may warrant law enforcement intervention. List identified behaviors for immediate law enforcement intervention:



[Type here]

Step 5. Establish assessment procedures.

List sources that you can use to gain more information about the person and situation:

List method for maintaining documentation of collected research:

*If determined to be eligible for full threat assessment, utilize Case Management Worksheet Template in your toolkit.

[Type here]

Step 6. Develop risk management options.

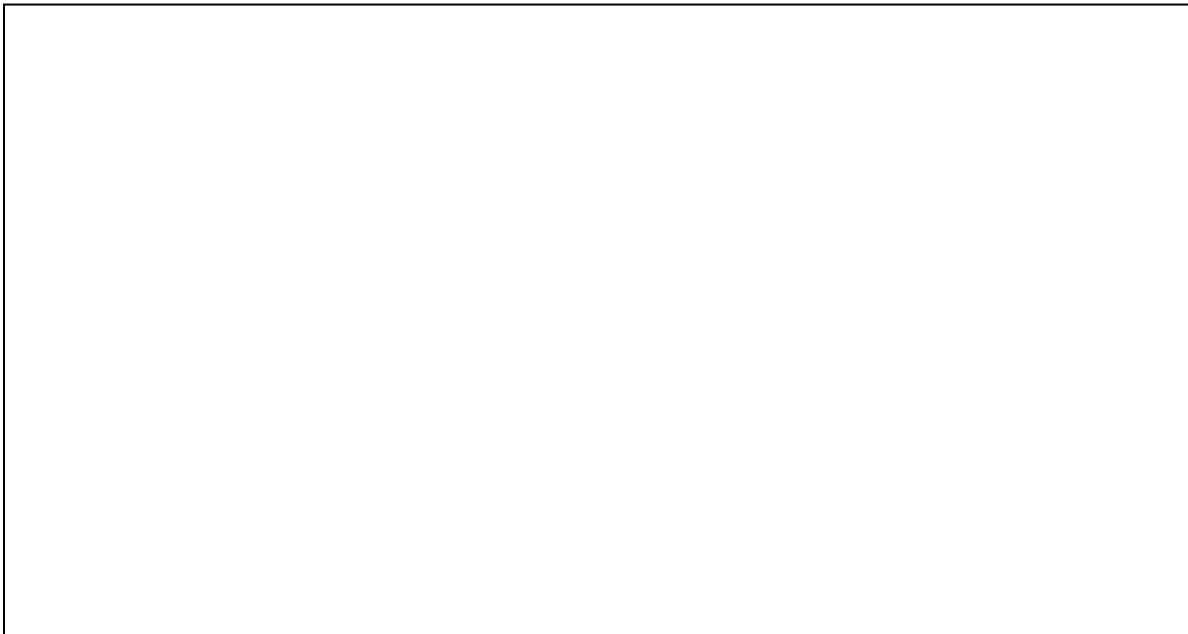
Identify the intervention options available for managing the student and situation:



*Utilize the Support Plan Template in your toolkit

Step 7. Create and promote safe school climates.

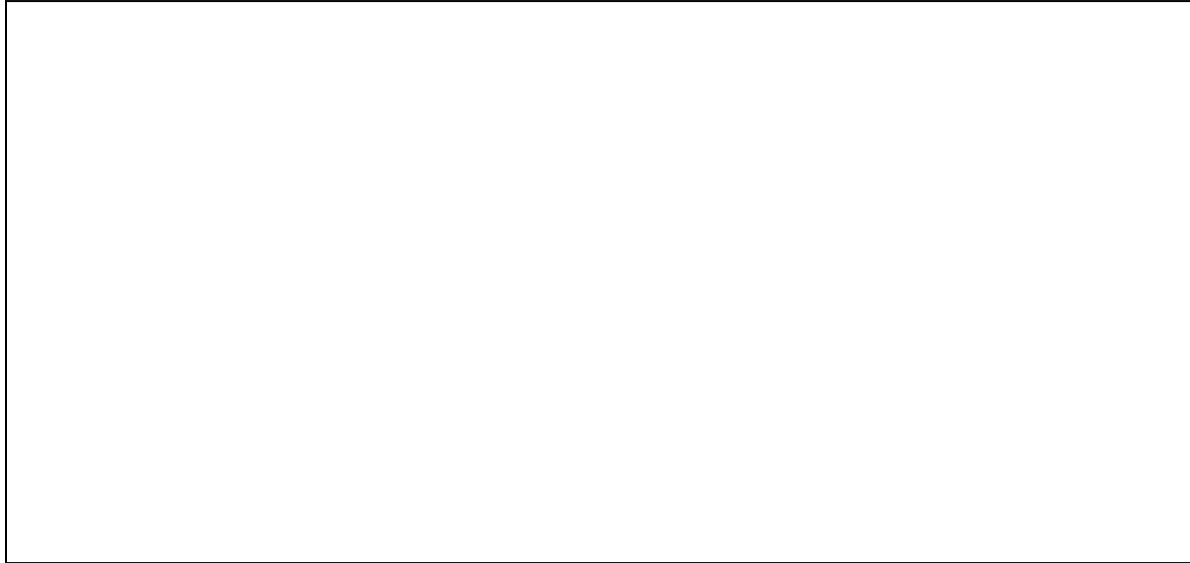
List methods for assessing and improving school climate:



[Type here]

Step 8. Educate stakeholders on threat assessment.

List stakeholders and methods for training them on threat assessment process and their role in that process, and how to report concerns:

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