



## QUALICUM SCHOOL DISTRICT

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Dear Parents/Caregivers:

Qualicum School District is committed to a safe and supportive environment for all. We take all threatening comments and behaviours seriously. Students, staff and parents should be aware of the *Community Violence, Threat-making, and Risk Assessment Protocol* that can be found on the District website under Parents/Resources for Parents/Parent Information and in all school main offices. Please take note of the following information:

**What is a Threat:** What behaviours warrant a Student Violence, Threat-making, and Risk Assessment to be initiated?

- A threat is an expression of intent to do harm or act out violently against someone or something
- A threat may be verbal, written, drawn, posted electronically, or made by gesture
- A threat may include any high-risk behavior such as possession of a weapon or replica weapon

**What is Threat Assessment:** Threat assessment is a process that is followed when a school becomes aware of a threat made against a student, staff member, or the safety of the school building and its occupants. When any form of threat is made, a threat assessment team will investigate and appropriately enact the Community Violence, Threat-making, and Risk Assessment Protocol. A threat assessment team is made up of individuals who have received formal threat assessment training. Each school has a multi-disciplinary Violence, Threat-making, and Risk Assessment team. The team may include the School Principal, Vice-principal, R.C.M.P., Ministry of Children and Families, Senior District staff, and others. It is important for all parties to engage in the Violence, Threat-making, and Risk Assessment process. If for some reason there is reluctance to participate in the process, by the threat-maker or parent/guardian, the threat assessment process will still continue in order to ensure a safe and caring learning environment for all.

**What Parents and Students Need to Know:**

- Any threat must be reported to the school administration, counselor or some other trusted adult
- Investigation may involve the police and/or other community agencies
- Investigation may involve locker or personal property searches
- Interviews will be held with the threat-maker and other students or adults who may have information about the threat
- Parents of students who are directly involved will be notified
- Threatening behavior may result in discipline for a student
- An intervention plan may be developed for the student making the threat and a support plan developed for any individuals targeted by threats

**Everyone Has a Duty to Report:**

Often when we hear in the media about a violent incident, we learn that the threat-maker had made threats in advance of acting violently. To keep our school communities safe, students, parents, staff and community members must report all threat-related behaviours and high-risk activities. Every threat must be taken seriously, thoroughly investigated, and a response and follow-through completed.

Sincerely,

G. Wilson

Associate Superintendent of Schools