



KPBSD STUDENT THREAT SCREENING TOOL

The Student Threat Screening Tool should be conducted by at least two staff members, including one administrator or mental health provider. Consult with KPBSD Leadership or Local Law Enforcement as needed. Information for screening should be gathered from all available sources such as eye-witness reports, academic and discipline records, observations, internet postings, interviews, private evaluations, etc. At any time, the team can immediately move to a Full Team Threat Assessment. Please contact the KPBSD Assistant Superintendent if you need further assistance.

Background Information

Student Name:		Screening Date:	
Student ID#:		Screening Time:	
Student Grade:		School:	
Gender:		Person Conducting Screening:	
Parent/Guardian 1:		Primary Phone:	
Parent/Guardian 2:		Primary Phone:	
IEP:	Yes No	504:	Yes No

Threat/Behavior Description

Incident Location:		Incident Date:	
Name of Reporter:		Incident Time:	
Role of Reporter:	Peer Staff Community Helpline Tip Self-Report Other		
Witnesses:			

Description of the incident (Be specific and use direct quotes if applicable):

COMPLETE THE SCREENING DECISION CHECKLIST (Page 2)



KPBSD STUDENT THREAT SCREENING TOOL

SCREENING DECISION CHECKLIST

KEY OBSERVATIONS

These items can help assess whether a threat is transient or substantive, but must be considered in the broader context of the situation and other known facts. Regard these items as a checklist to make sure you have considered these aspects of the threat, but they are not to be summed or used as a score.

Threat is likely to be LESS SERIOUS

Yes	No	Partial	N/A	Factors for Consideration
				Subject admits to threat (statement or behavior).
				Student has made threats or intimidations through multiple methods (verbal, written, online, etc.)
				Subject admits feeling angry toward target at time of threat.
				Subject retracts threat or denies intent to harm.
				Subject apologetic or willing to make amends for threat.
				Subject willing to resolve threat through conflict resolution or some other means.

Threat is likely to be MORE SERIOUS

Yes	No	Partial	N/A	Factors for Consideration
				Subject continues to feel angry toward target.
				Subject expressed threat on more than one occasion.
				Subject has specific plan for carrying out the threat.
				Subject engaged in preparation for carrying out the threat.
				Subject has prior conflict with target or other motive.
				Subject is suicidal. (Supplement with suicide assessment.)
				Threat involved use of a weapon other than a firearm, such as a knife or club.
				Threat involves use of a firearm.
				Subject has possession of, or ready access to, a firearm.
				Subject has or sought accomplices or audience for carrying out threat.
				Threat involves gang conflict.
				Threat involves peers or others who have encouraged subject in making threat.

DEVELOPMENTAL & DISABILITY FACTORS (A student does not need to have an IEP or 504 Plan to check the following boxes, although if checked, further support might be necessary).

Yes	No	Partial	N/A	Factors for Consideration
				Student lacks the developmental understanding/capacity to carry out the threat.
				Student's developmental disability impairs social communication and the ability to recognize the impact of certain words, statements, or actions.
				Student's current behavior is consistent with their identified disability and baseline behaviors and is generally managed safely through the IEP, behavior plan, or other initiative.

Other relevant observations:

COMPLETE THE SCREENING DETERMINATION & REPORTING SHEET (Page 3)



KPBSD STUDENT THREAT SCREENING TOOL SCREENING DETERMINATION & REPORTING SHEET

After completing the Screening Decision Checklist above and consulting with your team, the team determined the following threat level:

YOU MUST CHECK ONE LEVEL.

TRANSIENT: The assessment indicates the threat is TRANSIENT.

- Complete the Follow Up Transient Response Steps and the Documentation Steps below & **END THREAT PROCESS**

SUBSTANTIVE - CONCERNING: The assessment indicates there is a SUBSTANTIVE threat that is CONCERNING.

- **Continue to Full Team BTA** (Sign *KPBSD Student Threat Screening Tool*.)
- Append completed Full Team BTA to Student Threat Screening Tool

SUBSTANTIVE - SERIOUS: The assessment indicates there is a SUBSTANTIVE threat that is SERIOUS.

- **Continue to Full Team BTA** (Sign *KPBSD Student Threat Screening Tool*.)
- Contact Law Enforcement
- Append completed Full Team BTA to Student Threat Screening Tool

(If you are unable to make a decision, please contact the KPBSD Assistant Superintendent for consultation.)

FOLLOW UP TRANSIENT RESPONSE STEPS:

Required (Check when complete)	Optional (Check all that apply.)
<input type="checkbox"/> Notify student's parents and/or guardians. <input type="checkbox"/> Mediation/Restorative Conference between students. <input type="checkbox"/> Notify victim/victim's parents (if a target is identified). <input type="checkbox"/> Follow discipline procedures as per conduct policy.	<input type="checkbox"/> Student apology. <input type="checkbox"/> Conference with student and parent(s)/guardians(s). <input type="checkbox"/> Provide parent/guardian with list of Local Mental Health Resources. <input type="checkbox"/> Schedule IEP/504 Plan review or initial evaluation. <input type="checkbox"/> Revise current behavior plan and/or safety plan. <input type="checkbox"/> Develop new behavior plan and/or safety plan. <input type="checkbox"/> Refer to school counselor. <input type="checkbox"/> Modify student's schedule. <input type="checkbox"/> Provide increased supervision. <input type="checkbox"/> Transportation Change: _____

DOCUMENTATION STEPS:

- Enter any applicable discipline actions in PowerSchool.
- Enter incident information in the BTA Section of the Log Entries in PowerSchool.
- Send completed Student Threat Screening Tool to the Assistant Superintendent.

PARTICIPANTS:

Print Name	Title	Signature	Date