

Bullying/Harassment Situation- Threat Assessment Plainview ISD

Steps will be pursued as warranted on a case-by-case situation.

Collaboration with appropriate school personnel will occur throughout the assessment.

Step 1: Take information from students and talk to all parties involved.

- Have student(s) provide a written statement verbalizing concern and parties involved
- Administrator documents situation if student does not want to write statement or if student provides verbal information that has not been included in the written statement. (Administrator may determine that no further investigation is required.)
- Student and administrator will sign the student's statement, including the date and time.

Step 2: Interview both students and any others involved; give instructions on getting along/avoidance within the school. Encourage students to visit with their parents.

Step 3: Contact parents regarding situation.

Step 4: Schedule counselor intervention and conference

Step 5: Invite police intervention with SRO/School Security

Step 6: Apply appropriate discipline at any step, if warranted.

Step 7: Refer parent to police if actions are occurring off school grounds.

Revised: October 8, 2007