

# Wisconsin School Threat Assessment Overview



## Phase I (order to be determined by situation)

- Take any immediate action necessary to mitigate serious/imminent threat. Contact law enforcement as required by policy/law.
- Follow your school's Emergency Operations Plan/School Safety Plan.
- Convene threat assessment team (at least two members)
- Interview person who observed prohibited/concerning behavior.
- Interview parent(s) of student displaying prohibited/concerning behavior.
- Interview witnesses to prohibited/concerning behavior (if applicable).
- Interview intended target(s), if known.
- Complete Teacher Survey.
- Interview subject/determine if they have access to weapons.
- Determine level of risk associated with threat:  
\_\_\_Low\_\_\_Medium\*\_\_\_High\* *(medium and high risk behaviors will complete Phases II and III, low risk behaviors will complete Phase III)*

## Phase II

- Convene School Safety Intervention Team/Threat Assessment Team.
- Collect recommended records/complete interviews using Additional Sources of Information form.
- Document completed interviews.
- Determine additional persons to be interviewed.
- Determine additional information needed and assign appropriate tasks.
- Complete Key Observations checklist.
- Complete Risk Factors checklist.
- Complete Protective Factors checklist.
- Determine Threat Classification:  
\_\_\_Low\_\_\_Medium\_\_\_High

## Phase III (will be completed in all cases)

- Determine if there is need for immediate medical treatment.
- Determine if there is need for immediate mental health evaluation.
- Determine if the behavior is a manifestation of a documented disability.
- Determine if there is need for non-emergency resources (counseling, mediation, restorative practices, etc.).
- Determine appropriate school discipline.
- Determine appropriate law enforcement intervention.
- Complete Response to Prohibited or Concerning Behavior checklist.
- Develop Case Plan/Plan of Support/monitoring intervals.

**\*This form does not replace the need to complete the School Threat Assessment Form. This form is simply a quick reference guide and does not take the place of formal documentation or training. Documentation for the purpose of the school threat assessment should only be completed on the full form.**