

Multi-Agency Response Checklist For Threat Assessment & Intervention in Schools

This checklist provides a structured approach for coordinating multi-agency responses to at-risk students and potential school threats. Use this tool to ensure timely collaboration, effective intervention, and adherence to legal and ethical standards.

1. Immediate Threat Identification & Risk Assessment

- Confirm receipt of the threat or concerning behavior report.
 - Conduct an initial risk assessment using the Threat Matrix (Low, Moderate, High).
 - Determine if the situation requires immediate law enforcement involvement.
 - Document key details: time, location, individuals involved, and potential targets.
 - Assign roles to the school's Behavioral Threat Assessment Team (BTAT).
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2. Agency Coordination & Notification

- Identify and contact relevant agencies for consultation:
 - **Law Enforcement** (School Resource Officer, Local Police, Threat Units)
 - **Mental Health Services** (School Counselor, Crisis Intervention Team, Community Providers)
 - **Child Protective Services** (If abuse, neglect, or custody concerns arise)
 - **Juvenile Justice System** (If legal involvement is necessary)
 - **Social Services** (For family support, housing, substance abuse concerns)
 - Secure parental/guardian involvement when appropriate.
 - Ensure compliance with FERPA, IDEA, and other legal privacy considerations.
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3. Case Review & Intervention Planning

- Convene a multidisciplinary team meeting with all relevant agencies.
- Share threat assessment findings and risk factors.
- Develop an intervention plan that includes:
 - **Supportive Measures** (Behavioral intervention plan, mentoring, school-based counseling)

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- **Restorative Justice Approaches** (Peer mediation, conflict resolution programs)
 - **Safety Precautions** (Increased supervision, restricted access to certain areas)
 - **Crisis Management Plans** (For students needing intensive support or monitoring)
 - Establish roles and responsibilities for each agency in implementing the intervention.
 - Document all planned actions and ensure coordination between school staff and external agencies.
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4. Ongoing Monitoring & Follow-Up

- Schedule regular check-ins with the student, school staff, and involved agencies.
 - Monitor behavioral changes and compliance with the intervention plan.
 - Adjust intervention strategies based on new developments.
 - Ensure all stakeholders provide feedback and updates.
 - Evaluate the effectiveness of the intervention and determine if further action is needed.
 - Close the case when risk factors are sufficiently mitigated and document final recommendations.
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5. Post-Incident Review & Continuous Improvement

- Conduct a debriefing session with school staff and external agencies.
- Identify successes and areas for improvement in the multi-agency response process.
- Update school policies or training programs based on lessons learned.
- Provide ongoing professional development for staff on threat assessment and intervention best practices.
- Maintain records of all interventions for future reference and accountability.