

Subject: Last, First, Middle	Case/Incident Number	Date

Student Safety Management Form

The *Student Safety Management Form* should be completed on all subjects who have been assessed and referred to additional monitoring and a safety plan.

RECOMMENDED INTERVENTIONS: (CHECK ☒ IF IMPLEMENTED and NOTATE WHO WILL BE RESPONSIBLE FOR IMPLEMENTING THE INTERVENTION):

If Target(s) are identified:

- ☐ Intended victim warned – parent/guardian notified. (requires a phone call notification within 12 hours, followed by a notification letter within 24 hours. Use the *Notification Log* and *Notification Letter* to document.)
- ☐ Protective Response initiated by Safety and Risk Management Department.
- ☐ Design and implement a safety plan (using the form *Plan to Protect Targeted or Victimized Student*) for identified target(s). Consider both physical and psychological safety needs of targeted student.
- ☐ Other: _____

Individual Options:

- ☐ Individual Accountability Plan
- ☐ Suicide Assessment initiated on _____ (use District Suicide Protocol)
date
- ☐ Student will self-manage (using personal tracking system, journaling, check and connect with staff, etc.). Describe: _____
- ☐ Other: _____

School Options:

(If student is on IEP/504 plan, any change in placement or Special Ed services must be done through Special Education Team process or 504 team process)

- ☐ Consider making the following firearms admonition to guardians: "Firearms are the responsibility of the owner: Do not assume a child/student/adult has not learned the combination to a gun safe or the location of the key. Keys can be removed and duplicated, and combinations can be discovered through a variety of means. Consider changing keys or combinations or removing firearms from the home." Document the date, time and guardian's response.
- ☐ Inform guardian of mandatory reporting laws. Note that the school will contact guardian when child is in a dangerous situation or causing considerable disruption to milieu. If guardian is non-responsive or refuses to assist, school staff (as required by mandatory reporting law) must inform CPS regarding a potential neglectful situation. Document the date, time and guardian's response.
- ☐ Review educational plan
- ☐ Review transportation options
- ☐ Monitor Social media activity for concerning statements, agitators, triggers, threats, or behavior related to the preparation of an attack
- ☐ Specialized class
- ☐ Social skill building programs
- ☐ Increase supervision in following settings: _____
- ☐ Modifications of daily schedule

Team Member	Team Member	Team Member

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- ☐ Alert staff and teachers on need-to-know basis
- ☐ Intermittent/Random Check of backpack, pocket, purse, etc. by: ☐ Administrator ☐ Counselor
☐ Office staff ☐ Other _____
- ☐ Assign identified staff to build trusting relationship through check-in or mentorship:
☐ Administrator ☐ Mentor ☐ Counselor ☐ SRS ☐ Teacher ☐ Other: _____
- ☐ Provide means by which student may safely report and discuss thoughts or intentions to harm others and receive appropriate intervention.

- ☐ Other intervention or supervision strategies that directly address triggers and agitators identified in

Step 3: _____

- ☐ Identify and further develop activities, relationships or experiences of value that inhibit possibility of acting out: _____

- ☐ School Counselor intervention including: _____

- ☐ Request parent/guardian consent for an authorization form to allow communication between school and medical/mental health provider.

- ☐ Other: _____

- ☐ Referral to appropriate school team to consider alternative placement
- ☐ Home supervision pending further assessment
- ☐ Increased supervision in the following settings: _____
- ☐ Referral to appropriate Special Ed. Team to consider Psycho Educational Evaluation/Special Education Assessment or Behavior Team Referral. **(NOTE: Must be done through Special Education Team Process.)**

Family / Home Options:

- ☐ Strategize safety options/planning
- ☐ Increase supervision (curfew, monitor communications, monitor in community, supervise transportation, etc.)
- ☐ Safety proof home (secure or remove all weapons, potential weapons, add/test smoke detectors, etc.)
- ☐ Review and pursue crisis and/or mental health services
- ☐ Monitor Social media activity for concerning statements, agitators, triggers, threats, or behavior related to the preparation of an attack
- ☐ Other: _____

Community Options:

- ☐ Referral to Youth Services
- ☐ Explore mental health evaluation options
- ☐ Anger management program/mediation program
- ☐ Alcohol/Drug evaluation
- ☐ Parenting program
- ☐ Mentoring program
- ☐ Notify Probation/Parole officer
- ☐ Faith community program
- ☐ Foster positive community activities/interests
- ☐ Other: _____

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Team Member

Team Member

Team Member

Page 2

