

BOARD POLICY

EBBCA

BUSINESS MANAGEMENT

BOMB THREATS, **SUSPICIOUS DEVICES, AND THREATS OF VIOLENCE**

~~JUNE 20, 1988~~

The Board of Education authorizes the administration to take precautions and steps as deemed necessary to respond to ~~should~~ a bomb threat occur, **a suspicious device, and/or other threats of violence against the District, its properties, or any of its occupants**, to ensure the safety of all staff and students in the immediate and surrounding areas.

ADMINISTRATIVE PROCEDURE

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~~December 1993~~

*A threat is a communication of intent to harm someone that may be spoken, written, gestured, or expressed in some other form, such as via text messaging, email, or other digital means. An expression of intent to harm someone is considered a threat regardless of whether it is communicated to the intended target(s) and regardless of whether the intended target is aware of the threat. Threats may be implied by behavior that an observer would reasonably regard as threatening, planning, or preparing to commit a violent act. When in doubt, treat the communication or behavior as a threat and conduct a threat assessment. Threats that are not easily recognized as harmless (e.g., an obvious joke that worries no one) should be reported to the school administrator or other team members. The administrator or another team member makes a preliminary determination of the seriousness of the threat. The student, targets of the threat, and other witnesses should be interviewed to obtain information using this protocol.

The personnel of the district shall cooperate fully with the police or other appropriate agencies in both planning and carrying out procedures for dealing with bomb threats, suspicious devices, and other threats of violence. Key personnel, including office staff and custodians, shall be given instructions for carrying out their responsibilities in the event of such situations.

The following procedures shall be used as guidelines for all types of threats:

1. The safety of students and personnel shall be of primary concern.
2. Immediate reporting of any incident to the superintendent's office and police must be made.
3. Identification of the person or persons making the threat is of prime importance.

BOMB THREATS AND SUSPICIOUS DEVICES:

- A. The principal school administrator or designee will make the initial decision to evacuate, partially evacuate, shelter-in-place, or continue with instruction. The principal shall comply with any direction given by the superintendent or any order direction given for evacuation by the police, fire department, or other appropriate agencies.
- B. The principal or police will establish staff responsibilities for searching the building or grounds.
- C. If the decision to evacuate is made, evacuation routes should be searched or cleared prior to evacuation.
- D. If suspicious packages or devices are located, they should be treated as an actual explosive device.
- E. Do NOT handle, touch, move or inspect the device.
- F. Staff and students MUST NOT use cell phones, electronic devices, and two-way radios near the device. It may trigger the device.
- G. Before evacuating, classroom teachers should notify students to refrain from using cell phones and other electronic devices until clear of the building.

- H. When evacuated, staff and students should bring any readily accessible personal belongings (backpacks and purses) UNLESS the items are already contained in a locker.
- I. Follow fire/evacuation procedures. Alternative evacuation routes may be necessary to avoid exposure to the device.
- J. ~~6. Students shall not be dismissed from school until the end of the school day. Instead, if~~ evacuated, ~~they~~ **students** shall remain in designated areas until the principal and the police are satisfied that no danger exists. ~~Teachers~~ **Staff** shall remain with ~~their~~ students and be responsible for them.

THREATS OF VIOLENCE

*A **transient** threat means there is no sustained intent to harm and a **substantive** threat means the intent is present (or not clear) and therefore requires protective action. The School Threat Assessment Decision Tree is a guide for conducting a threat assessment, but each case may have unique features that require some modification.

*A threat assessment is not a crisis response. If there is indication that violence is imminent (e.g., a person has a firearm at the school or is on the way to school to attack someone), a crisis response is appropriate. Take immediate action including calling 911 and follow the school/district crisis response plan, which has been established.

* The School Threat Assessment Decision Tree and its overview created by Dewey G. Cornell, Ph.D., University of Virginia and the Comprehensive School Threat Assessment Guidelines (CSTAG).