PRELIMINARY THREAT ASSESSMENT

When a threat is identified, obtain a specific account of the threat by interviewing the student or other person who made the threat, if appropriate to the circumstances. Interview the intended victims, and other witnesses. Write the exact content of the threat and statements by each party. Consider the circumstances in which the threat was made and the threatening individual's intentions.

Subject: Person who made threat or engaged in threatening behavior

Subject		Refer to prior page for additional identifying information.						
Person(s) Conducting Interview		Location, Date of Interview						
Use these questions as a guide to interview the person making the threat. Ask other questions as appropriate. Try to use open-ended questions rather than leading questions. Adjust spacing below as needed.								
1. Do you know why I want to talk to you? What happened today when you were [place of incident]? (Record person's exact words with quotation marks for key statements if possible.)								
2. What exactly	v did you say? And what exactly did you do?							
3. What did you	u mean when you said or did that?							
4. How do you t	think [person who was threatened] feels about what you said or did? (Probe to see	e if the subject believes it frightened or intimidated the person.)						
5. What was the	e reason you said or did that? (Probe to find out if there is a prior conflict or history	y to this threat.						
6. What are you	u going to do now? (Ask questions to determine if the subject intends to carry out t	the threat.)						

Target (person who was target of threat) Or Witness (person with relevant information)

If more than one, complete additional forms. If a group targeted, describe how subject identified the group (e.g., "everyone on this bus") and list all individuals.

Target Name		ID#	
Target Name			
Affiliation	□Administrator □Teacher □Staff □Student □Parent/Guardian	Status	□Current □Former
			Grade (if student):
	□Other:		Grade (ii stadelit).
School		Building/	
		Program	
Emergency		Relation	
Contact			
Home		Phone	
Address			
Person(s)		Location,	
Conducting		Date of	
Interview		Interview	
			-
	tions as a guide to interview the person targeted by the threat. Ask other questions a		iry to use open-ended questions rather than
	ns. If target is a minor, record parent under emergency contact. Adjust spacing below		
	v why I want to talk to you? What happened today when you were [place of incident	:]? (Record per	son's exact words with quotation marks for key
statements	if possible.)		
2. What exact	y did (subject) say? And what exactly did (subject) do?		
3. What did yo	ou think he or she meant when he or she said or did that? (Does target believe that s	ubject intends	to carry out the threat?)
·	, , , ,	•	,
4. How do you	feel about what (subject) said or did?		
, , , ,			
5. What was t	ne reason (subject) said or did that? (Probe to find out if there is a prior conflict or hi	story to this th	reat.)
6. What are yo	ou going to do now? (Ask questions to determine how target plans to respond to the	threat and ass	ist in planning a safe and non-provocative
response.)	What do you think he/she will do now?		

KEY OBSERVATIONS

These items can help assess whether a threat is transient or substantive, but must be considered in the broader context of the situation and other known facts. Regard these items as a checklist to make sure you have considered these aspects of the threat, but they are not to be summed or used as a score.

Threat is likely to be less serious:					
	Subjects admits to threat (statement or	☐Yes ☐ Partially ☐No			
	behavior).	□Don't know/Not available			
	Subject has explanation for threat as	☐Yes ☐ Partially ☐No			
	benign (such as joke or figure of speech).	□Don't know/Not available			
	Subject admits feeling angry toward	☐Yes ☐ Partially ☐No			
	target at time of threat.	□Don't know/Not available			
4.	Subject retracts threat or denies intent to	☐Yes ☐ Partially ☐No			
	harm.	□Don't know/Not available			
5.	Subject apologetic or willing to make	☐Yes ☐ Partially ☐No			
	amends for threat.	□Don't know/Not available			
6.	Subject willing to resolve threat through	☐Yes ☐ Partially ☐No			
	conflict resolution or some other means.	□Don't know/Not available			
Th	reat is likely to be more serious:				
7.	Subject continues to feel angry toward	☐Yes ☐ Partially ☐No			
	target.	□Don't know/Not available			
8.	Subject expressed threat on more than	☐Yes ☐ Partially ☐No			
	one occasion.	□Don't know/Not available			
9.	Subject has specific plan for carrying out	☐Yes ☐ Partially ☐No			
	the threat.	□Don't know/Not available			
10.	Subject engaged in preparation for	☐Yes ☐ Partially ☐No			
	carrying out the threat.	□Don't know/Not available			
11.	Subject has prior conflict with target or	☐Yes ☐ Partially ☐No			
	other motive.	□Don't know/Not available			
12.	Subject is suicidal. (Supplement with	☐Yes ☐ Partially ☐No			
	suicide assessment.)	□Don't know/Not available			
13.	Threat involved use of a weapon other	☐Yes ☐ Partially ☐No			
	than a firearm, such as a knife or club.	□Don't know/Not available			
14.	Threat involves use of a firearm.	☐Yes ☐ Partially ☐No			
	Threat involves use of a meann.	□Don't know/Not available			
15.	Subject has possession of, or ready access	☐Yes ☐ Partially ☐No			
	to, a firearm.	□Don't know/Not available			
	Subject has or sought accomplices or	☐Yes ☐ Partially ☐No			
	audience for carrying out threat.	□Don't know/Not available			
17. ·	Threat involves gang conflict.	☐Yes ☐ Partially ☐No			
	Timeat ilivolves gang collilict.	□Don't know/Not available			
	Threat involves peers or others who have	☐Yes ☐ Partially ☐No			
	encouraged subject in making threat.	□Don't know/Not available			

Other relevant observations								
PRELIMINARY THREAT CLASSIFICATION								
Date of initial classification:	☐ Not a threat	☐ Transient	☐ Serious Substantive	☐ Very Serious Substantive				
Date of change in classification, if any:	☐ Not a threat	☐ Transient	☐ Serious Substantive	☐ Very Serious Substantive				
Reason for change:								