

Physical Assault/Fighting

Any act of violence or assault must be reported to the SRO or the local law enforcement agency, and the school office immediately. If an act of violence just occurred, or is in the process of occurring, ensure the safety of the students and staff first.

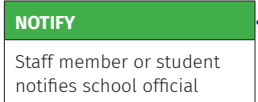
General Information:

- If the victim(s) requires medical attention, refer also to the Medical Emergency Event Aid and Flow Chart
- Reassure school occupants that all possible actions are being taken to care for any injured student(s) and protect others
- Have all witnesses to the assault report to the Principal's office
- Protect the identity of any minor assailants, suspects and that of the victim(s) from release

Teacher or Staff Responsibility:

- Call 911
- Diffuse the situation, if possible
- Attempt to isolate the area from other students. Reducing the audience lessens the danger
- Remain in a safe position and issue verbal commands to stop the fighting. In a calm voice shout "STOP"
- Attempt to get help from another teacher or staff member
- If it is safe to do so, move the victim(s) to a private office/area and assist in making them comfortable. Do not leave the victim(s) alone
- Report the assault to the school office
- Be prepared to give as much information as possible such as:
 - » Your name and location
 - » What occurred?
 - » Victim(s) name, age and location
 - » Name and description of assailant(s) (are they still on school property) or direction of escape

Incident Commander	<ul style="list-style-type: none"> • Report to law enforcement or call 911 as appropriate • Coordinate the actions of the CRT and other internal responders to maintain care of the victim(s) • Identify the problem and intervene if necessary • Maintain control of the scene • Prepare to quickly Evacuate or Lockdown the school or areas of the school, if necessary • Assist external responders in locating and identifying any suspects, victims and/or witnesses • Secure emergency information from student enrollment cards on the victim and suspect
Head Custodian	<ul style="list-style-type: none"> • Report to the IC for instructions • Assist the IC in intervening if able to do so in a safe manner • Assist external responders in locating and identifying any suspects and victims
School Nurse	<ul style="list-style-type: none"> • Report to the scene • Comfort any victims • Provide medical treatment • Update paramedics when they arrive
School Counselor	<ul style="list-style-type: none"> • Assist with diffusing student anger. • Follow school protocol to support all students especially those with disabilities and emotionally vulnerable students. • Assist with contact of parents, as needed
School Resource Officer	<ul style="list-style-type: none"> • Respond to the scene • Call for additional support if needed • Diffuse incident/threat if it is still active • Secure scene and keep spectators out of the area • Conduct complete and thorough criminal investigation
Evacuation Coordinator	<ul style="list-style-type: none"> • Report to the IC for instructions
Reunification Coordinator	<ul style="list-style-type: none"> • Report to the IC for instructions



ACT
Establish Incident Command
Incident Commander obtains:
1. Description of incident, what happened, location and time of the incident
2. Name of victim(s)
3. Number of people involved
4. Number and type of injuries (if any, see also Medical Emergency Event Aid and Flow Chart)
5. Is the perpetrator known?
Incident Commander will:
1. Dispatch SRO, School Nurse and Counselor to the scene
2. Call 911 if not already contacted
3. Notify BOE / Superintendent
4. Notify the rest of the CRT
Incident Command is in effect

ASSESS
Incident Commander assesses the situation:
1. Is the suspect still in the area?
2. Is medical transport needed?

ACT
Crisis Response Team will:
1. Secure the area
2. Provide immediate treatment as necessary
3. Meet outside responders at emergency access points
4. Have victim(s) transported to the hospital and accompanied by an adult the victim trusts

NOTIFY
Crisis Response Team notifies:
1. The victim's parents or guardians as soon as possible
2. Affected faculty and staff
3. School counselor/ mental health crisis team manager

POST-INCIDENT
Incident Commander, Crisis Response Team and/or County School Administrator will:
1. Initiate Incident Report
2. Debrief BOE and school staff
3. Debrief with school counselor/mental health crisis team manager
4. Implement critical stress debriefing program if needed
5. Conduct Post Incident Critique and take corrective action(s)