

Policy Name	<b>VIOLENCE THREAT RISK ASSESSMENT</b>		
Policy #	601	Category	HEALTH & SAFETY
Steward		Date Approved	July 1, 2023
Next Review Date		Date Reviewed or Revised	

## POLICY

The College is committed to making each and every one of our locations safe. As such, we will respond to any, and all behaviors that may pose a risk of violence to others. Using the Violence Threat Risk Assessment (VTRA) process, this response includes Assessing the Risk to Others (ARTO). This policy includes but is not limited to employees, learners, interns, students, student groups, volunteer staff, partners, Elders, third-party tenants, contractors, and board members and visitors.

The purpose of ARTO using the Violence Threat Risk Assessment model is to:

- Ensure and promote the emotional and physical safety of all college members, including the individual of concern
- Ensure open communication with local Community Threat Assessment Support Protocol (CTASP) members
- Ensure a full understanding of the context of the threat
- Understand the factors that contribute to the threat maker's behavior
- Be proactive in developing an intervention plan that addresses the emotional and physical safety of the threat maker
- Promote the emotional and physical safety of all

## PRINCIPLES

Early intervention and open communication are intended to reduce and manage risk to others at the college and in the communities that we serve. We will work together for the benefit of our learners, staff, and communities by:

1. Building working relationships based on mutual respect and trust
2. Working in ways that promote safe, caring and restorative classroom/college environments and practices
3. Involving stakeholders in planning for services and supports

4. Realizing that working together successfully is a process of learning, listening and understanding one another
5. Being patient, trusting and working together to help individuals become happy, healthy, active, involved and caring members of the community

## **SCOPE**

### Employee Responsibilities

- Be aware of behaviors and threats
- Be attentive to changes in baseline behavior
- Report any concerns to your supervisor/any member of the Critical Incident Response Team (CIRT)

### Duty to Report

To keep the college communities safe, staff, learners and community members must report any worrisome, high-risk, and immediate threat-related behaviors to their supervisor and/or anyone on the CIRT.

### Employer Responsibilities

All reports of worrisome, high-risk, and immediate threat-related behaviors will be taken seriously and reviewed in a timely manner.

## **DEFINITIONS**

<b>ARTO</b>	Assessment of risk to others
<b>CIRT</b>	Critical Incident Response Team
<b>Baseline Behavior</b>	Typical behavior an individual. The benchmark behavior exhibited by a person on a usual day in his/her life. This can vary from person to person.
<b>CTASP</b>	Community Threat Assessment Support Protocol
<b>Debriefing</b>	A proactive, professionally led, post-incident intervention involving a group meeting or discussion about a critical incident. Debriefing is designated to mitigate the impact of a critical incident and to help improve traumatic stress. Debriefing will ideally be conducted within 24 to 72 hours post-incident.
<b>Critical Incident</b>	Critical incidents (formerly referred to as traumatic events) are defined as any situation that occurs on-site or off-site that may have a significant impact on learners, staff, and/or community. Critical Incidents are

usually sudden, and unexpected. Critical Incidents may cause individuals to experience unusually strong emotional reactions and they have the potential to interfere with the ability to function when the incident occurs, or at a later stage.

<b>Protocol</b>	Overall philosophy and commitment to VTRA
<b>Risk</b>	When a person's baseline behavior elevates/changes and causes concern that a threat could result or the situation may escalate
<b>Risk Assessment</b>	The process of determining if an individual may pose a further risk to a known or unknown target or targets in an unknown period of time. No known threat has been made; concern comes from worrisome behavior.
<b>Threat</b>	A threat is defined as an expression of intent to do harm or act out violently against someone or something. It may be verbal, written, drawn, posted on the internet, or made by gesture.
<b>Threat Assessment</b>	The process of determining if a threat-maker actually poses a risk to a target or targets they have threatened. There is an actual threat made.
<b>VTRA</b>	Violence Threat Risk Assessment
<b>Worrisome Behavior</b>	Behaviors that cause concern for members of the college or the community that may indicate that an individual is moving toward a risk of serious violent behavior.

## **PROCEDURES**

The College will have a CIRT consisting of out-of-scope staff including representation from Administration and Academics / Learner Services. Additional members may be added at the discretion of the CIRT. Please see the Critical Incident Response Team Overview for more information on this Team and its role. With regards to ARTO and VTRA, the CIRT is responsible for:

- Assisting staff in the identification and risk assessment of violence threats
- Identifying staff training needs related to threat assessment
- Planning and implementing initiatives to proactively address potential violence threats
- Planning and implementing procedures for pre- and post-incident
- Leading the arrangement of post-trauma debrief activities

- Collaborating, liaising, sharing and reviewing relevant information and details of threatening situations or evidence promptly with community VTRA agencies
- Making policy and procedure recommendations to Executive Management
- Liaising with the college's OH&S Committees
- Discussing and reviewing:
  - Statistics
  - Identifiable gaps
  - Protocol implementation, process review and adjustment
  - Review of training needs
  - Contributing to monthly meetings with applicable VTRA Management Teams

Support for staff and learners will be made available immediately following a critical incident and for a period of time, including in the "critical periods" following the traumatic event as outlined in the CIRT Handbook.

#### **LEGISLATIVE AND COLLECTIVE AGREEMENT REFERENCES**

N/A

#### **LINKS TO OTHER RELATED POLICIES, DOCUMENTS, AND WEBSITES**

- CIRT Handbook
- Safety-Governance Policy
- Anti-Harassment Policy
- [Yorkton and Area Community Threat Assessment Support Protocol](#)
- [North East Community Threat Assessment Support Protocol](#)
- Fair Notice