

ADMINISTRATIVE IMPLEMENTATION PROCEDURES

The following procedures and definitions apply to the implementation of the District's policy on acts or threats of violence.

Definitions

1. "Acts of violence" shall include any actions or threats that present a risk of serious bodily injury to any member of the school community, including to the person taking the action. An "act of violence" shall also include possession on school grounds, in school vehicles, or during school activities of a firearm or dangerous weapon.
2. "Dangerous weapon" shall have the same meaning as is found in Title 17-A, section 2, subsection 9 of the Maine statutes as amended, and shall include any article commonly used or designed to inflict serious bodily injury and/or to intimidate other persons, and shall also include any object that actually is used to inflict or threaten serious bodily injury and/or to intimidate, coerce or harass, whether designed as a weapon or not.
3. "Firearm" shall have the same meaning as is found either in Title 17-A, section 2, subsection 12-A of the Maine statutes as amended, or as is found in Title 18, section 921(3) of the United States Code, as amended.
4. "Threat" shall mean any statement or gesture in any form that a reasonable person would interpret as communicating a serious expression of intent to do harm, cause serious bodily injury or to present the possibility of a serious threat to the safety or well-being of the school.
5. "Serious bodily injury" means a bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement or loss of substantial impairment of the function of any bodily member or organ, or extended convalescence necessary for recovery of physical health.

Procedures

A. Initial Response

School personnel who observe violence or threats of violence shall:

- a. Stabilize the situation by taking immediate action to prevent injury to participants or bystanders. Personnel shall call for help if necessary.
- b. Notify the Building Principal or designee. The Building Principal or designee shall notify the police.

After the immediate threat of violence has ended:

- a. School personnel should submit an incident report to the Building Principal or designee.
- b. The Building Principal shall conduct such investigation as needed to determine the facts.

B. Notification

1. If the Building Principal or designee concludes that the act or threat of violence is covered by this policy, he/she shall notify the Superintendent of Schools and the local police department (if not already notified).
2. The Building Principal may notify staff within the school building of any act or threat of violence covered by this policy when, in the judgment of the Building Principal, the act or threat of violence may impact upon the school generally or on the area of the school served by that staff member.
3. The Building Principal or designee shall notify the parents of any student who commits an act or threat of violence, and the parents of any student(s) threatened or harmed. If at all possible, that notification should occur on the same day as the incident itself.
4. The Building Principal and the Superintendent may choose to provide a broader notification to the parents of children in the classroom or school building if, in the judgment of the Principal and Superintendent, the facts present a specific risk to the safety of that broader community. This notification shall occur in a way that protects the confidentiality rights of the student who has committed the act or threat of violence.
5. Notification to the School Committee: The Superintendent of Schools or his/her designee will notify the School Committee.

C. Discipline and Removal

1. In the event that the Building Principal or designee concludes that a student with the Wells-Ogunquit C.S.D. committed an act or threat of violence that is covered by this policy, the Building Principal or designee shall immediately suspend that student from school grounds and all school activities for a period of time not to exceed 10 school days.
2. Once notified, the Superintendent of Schools shall review the facts surrounding the incident and decide whether the circumstances warrant proceeding to the School Committee to request an expulsion of the student. If the student who committed the act or threat of violence is a student with an identified disability, the Superintendent shall ensure that appropriate procedures are followed in obtaining an extended removal of the student from school grounds and activities.
3. Any student who is removed from school grounds and activities because of an act or threat of violence shall not be permitted to return until the Superintendent or his/her designee determines that the behavior that was the cause of the suspension will not likely occur. This determination may depend in part on an assessment of the student by an appropriate health care provider showing that the student does not present a risk of serious bodily injury to the school community.
4. If the Superintendent chooses to proceed to the School Committee for possible expulsion, the School Committee may expel the student if the School Committee finds that the student has committed an act or threat of violence addressed by this policy or for any other reason warranted by the circumstances and permissible under state law. A student expelled by the School Committee may apply to the School Committee for re-admission as provided in State law.

D. Police Coordination

Each time that the Building Principal or designee determines that an act or threat of violence has occurred that is covered by this policy, he/she shall notify the local police of that act or threat and shall cooperate fully with the police in their own independent investigation of the incident. School staff and students have a right to press charges with the police for any conduct that may be criminal in nature, including acts or threats of violence.

E. Miscellaneous

1. Student conduct in violation of this policy may also be covered by other District policies, such as the District's policy on Weapons in the Schools. This policy in no way restricts the District from taking further action as may be mandated by those other policies in addition to the actions required above.
2. This policy shall be interpreted so as to promote the overall safety and well-being of the school community. Ambiguities in the policy shall be resolved in favor of promoting the safety and well-being of the school community.

Approved by the Wells-Ogunquit C.S.D. School Committee:

01/20/10