

## Violent Incident Report Form

For the purpose of this document, a violent incident is defined as any one of the following or the occurrence of a combination of any of the following:

- Possessing a weapon, including possessing a firearm;
- Physical assault causing bodily harm requiring medical attention;
- Sexual assault;
- Robbery;
- Using a weapon to cause or to threaten bodily harm to another person;
- Extortion; and
- Hate and/or bias-motivated occurrences

Name of School: \_\_\_\_\_ Location: \_\_\_\_\_

Name of Student: \_\_\_\_\_ Grade: \_\_\_\_\_

D.O.B.: \_\_\_\_\_ Male: \_\_\_ Female: \_\_\_ IEP : \_\_\_ yes \_\_\_ no

Violent Incident entered into Student Management System (Maplewood) \_\_\_ yes \_\_\_ no

**A. Description of Violent Incident (who, what, when, where, why)**

Note: If a staff member was injured, please also complete the **ALCDSB Staff Violent Incident Report Form (Form A)** found in the **Workplace Violence Administrative Procedures (Workplace Violence Policy Statement)**.

**B. Police Contact**

1. Date of Contact \_\_\_\_\_

2. Date of police investigation at school \_\_\_\_\_

3. Name of investigating officer(s) and badge numbers \_\_\_\_\_

**C. School Response**

1. Community Threat Assessment – Stage 1 \_\_\_\_\_

2. Suspension \_\_\_\_\_

3. Suspension pending Expulsion \_\_\_\_\_

4. Other \_\_\_\_\_ (explain)

Date of inclusion in OSR \_\_\_\_\_

Principal's/Designate's Signature \_\_\_\_\_

cc: OSR  
 Superintendent of School Effectiveness – School  
 Superintendent of School Effectiveness – Safe Schools