**WALWORTH POLICY: 457.1**

**CRISIS INTERVENTION**

Acts of violence, natural disaster, and threatened or actual loss of life have the potential to significantly impact the well-being of the members of our school communities. For the purpose of this policy we have defined crisis as; An event that profoundly and negatively affects a segment of the school population.

Schools, like families, encounter loss and unexpected crises which must be acknowledged and processed if the system is to remain healthy and functional, Toward that end, it is incumbent upon us to be prepared to respond in a professional yet nurturing manner when a significant loss has occurred or the potential for tragedy exists.

As a Big Foot Area School we reaffirm our commitment to support each other as an extended family with support staff as the need arises. While our primary purpose is to minimize disruption and prevent unnecessary chaos, it is important to recognize the model for structure that our school family provides for those in turmoil. It is of paramount importance that the school maintain routine operation to the best of our ability.

Each district within the Big Foot Area Schools will annually appoint a Crisis Response Team (CRT). Crisis Response Team roles and procedures will be assigned and rehearsed. All members of the school staff will be inserviced annually relative to crisis management procedures.

Non Discrimination

It is the policy of the BFASA, pursuant to s. 118.13, Wis. Stats., and PI 9, that no person may be denied employment, denied admission to school or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil services, recreational or other program, on the basis of sex, race, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability.

Policy Adoption Date: April 22, 1998

Policy Approved: April 26, 1999

**Procedures**

Each district within the Big Foot Area Schools will annually appoint a Crisis Response Team (CRT) including, but not limited to, the District Administrator, and/or designee, a school counselor, and Collaborative Services Coordinator prior to the start of the school year. Each district within the BFASA will annually:

A. Create phone trees.

B. Confirm support personnel

C. Provide training for staff relative to crisis management.

D. Review and set up logistics.

E. Create lists of at-risk' students. F. Assess staff comfort level to assist.

G. Review Emergency Code.

H. Practice Emergency procedures.

I. Review plan with appropriate municipal officials.

J. Provide substitute teachers with crisis plan information and procedures.

In the event of a potential crisis, the following plan will be implemented:

A. Determination of Crisis

1. CRT confirms crisis.

2. CRT determines scope and appropriate level of response.

a. Limited - Negatively impacts a limited number of students/staff

(suicide threat, family crisis).

b. School-wide - Negatively impacts the vast majority of the population

(death, life-threatening situations),

B. Provide Support Systems

1. CRT assesses staff availability to help.

a. Support staff may include staff, police, clergy, WCDHS, and

neighboring school personnel.

b. CRT assigns support personnel,

c. Assign note taker,

2. CRT edits lists of students.

3. CRT reviews logistics.

a. Disable bell schedule as necessary.

b. Disable voice mail as necessary.

C. Disseminate Information

1. Create a statement.

2. Disseminate information.

a. Staff Meeting

1. Review information and determine need for support.

2. Review logistics.

3. Assign staff volunteers to guide students to support areas and

monitor halls.

b. Call parents of students directly affected,

3. Review physical logistics.

a. Secure perimeter of building as necessary.

b. Establish media area if necessary.

c. Establish parent area as necessary,

4. Assign spokesperson.

5. Arrange debriefing.

D. Intervention with Students and Staff

1. Gather directly affected students to notify.

2. Staff reads statement in classroom(s).

3. Counselors keep list of whom they saw.

4. Monitor attendance; notify parents and CRT of missing students.

5. When appropriate, CRT member follows schedule of victim.

6. Process with staff specific needs of individuals.

7. CRT processes need for follow-up, effectiveness of intervention.

8. If the crisis involves the death of a student, the CRT will create a plan for

removing and returning the student's belongings.

