

LEVEL 2 SUMMARY LETTER

Hello _____,

Attached please find a copy of the summary of the Level 2 Threat Assessment on _____. Please maintain two copies: one in a letter-size manila envelope marked "Confidential" (pre-printed Confidential envelopes are available through the district supplies office as stock #_____) placed in the student's regular academic or cumulative file and a second copy in a working file in your office. Your school counselor / CDS should also have a working copy if involved in the supervision and management plan. Then update the student record to note the presence of a Confidential file.

Please keep in mind the following regarding the threat assessment system:

1. Level 2 Threat Assessment (STAT) functions as a consultation team. We assist with the assessment of situations that pose a threat to school district students and staff. We also assist with supervision planning strategies and resource exploration.
2. We do not mandate interventions or predict the future. We do not have the authority to bypass or over-ride any school district policy or procedure. (This includes the IEP process or placement in special education.)
3. Final decisions for management, intervention, and supervision are made by the level 1 school site team. Case management remains with the site team at the attending school.

This case will be reviewed as indicated on the attached report; however, if you have concerns regarding the risk level or the accuracy of information, please contact me at _____.

Thank you,