RESPONSE AND INVESTIGATIVE SUGGESTIONS FOR SCHOOL THREATS

The following suggestions are gleaned from investigations conducted around the state:

- Alert local law enforcement – your School Resource Officers (SROs) and local police and/or sheriff’s department.
- Consider lockdown strategies.
- Attempt to preserve and obtain the original communications, message, first-hand witness to the threat or message. Confiscate the phone of individual who makes a threat. Take screen shots and submit preservation letters to social media or internet sources.
- Alert your local investigative and coordination team:
  - School Administration
  - School Resource Officers / Juvenile Officers
  - Local Police / Sheriff’s Department
  - Public Information Officer(s)
  - School Counselor
  - Legal Counsel
  - County State’s Attorney or Prosecutor’s Office (this contact likely would be by law enforcement)
- Conduct interviews:
  - Witness(es)
  - Suspect(s)*
  - Students*
  - Parents
  (*--If a student has an Individualized Education Program, different procedures may be required)
- Share results of interviews with local investigative or coordination team.
- Review upcoming school-related events.
- Consider sharing information with the State Fusion Center (STIC) at stic@isp.state.il.us. Please do not share this e-mail address with the general public or press.
- Consider sharing information with public, staff, students and parents.
- Consider asking for digital forensic support for analyzing computers and mobile phones.
- Determine access to weapons.