

Violent Incident Form

This form is to record information for inclusion in the O.S.R. relating to serious violent incidents leading to:

- reports to the police
AND/OR
 suspension or expulsion.

School:	_____		
Name of Student:	_____		
Date of Birth:	_____	Gender: _____	Grade: _____

A. Description of Violent Incident

B. Police Contact (if reported to police). See also Section D

1. Date of Contact:	2. Date of Police Investigation at the School:	3. Name of Investigating Officer(s):

C. School/Board Response (*check one*)

- 1 Suspension 2 Expulsion 3 Other (specify):
(Attach a copy of the letter of suspension or expulsion.)

Date of Inclusion in OSR: _____	Principal's/Designate's Signature: _____
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This form is to be included in the OSR (See reverse side for information re: "Removal of Information from the OSR".)

continued . . .

D. NOTE: For students twelve years of age and older, the following categories of serious violent incidents must be reported to the police.

Please check all appropriate categories below pertaining to this incident

Check appropriate categories	Category of Incident

	Possession of weapon (e.g. gun, knife)
	Threat of serious physical injury
	Physical assault causing serious bodily harm
	Sexual assault
	Robbery and extortion
	Any hate-related violence (e.g. incidents involving racism, homophobia, etc.)
	Vandalism causing extensive property damage to school property or property located on school premises

Although the categories described above must be reported, parties are free to seek police involvement in incidents of violence that fall outside these categories, if they decide that such involvement is appropriate.

REMOVAL OF INFORMATION FROM THE OSR*

- ▶ The information relating to suspension for violent behaviour shall not be removed from the OSR unless three consecutive years have passed during which no further suspensions for serious violent incidents have taken place.
- ▶ The information relating to expulsion shall be removed five years after the date on which the school board expelled the student.
- ▶ Where an expelled student has been readmitted to school by a school board, and is expelled again, the information relating to the expulsions shall not be removed from the OSR until five consecutive years have passed without any further expulsion.
- ▶ Where a student has not been suspended or expelled, the Violent Incident Form shall be removed after three years if no further serious violent incident is reported to the police during that time.

[*Source: Ontario Ministry of Education and Training, *Violence-Free Schools Policy*, 1994]