

December 13, 2019

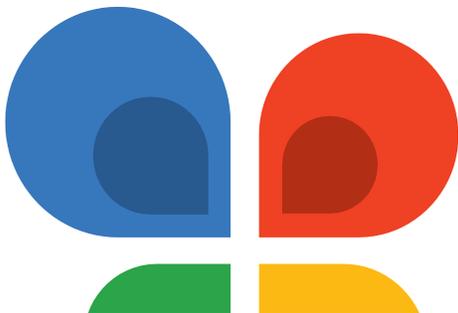
Dear Parents/Guardians:

Re: VTRA - Letter of Fair Notice

Greater St. Albert Catholic Schools' Board of Trustees is committed to providing safe and caring learning environments for all students, staff, school visitors, and community members. To this end, we have invested in the professional certification of administrative staff in Level 1 & Level 2 Violence and Threat Risk Assessment (VTRA) training for administrators within the division. VTRA protocol assists Division staff to work with partners named in the protocol to respond quickly and consistently to incidents where students' behaviours pose a potential threat to safety or serious harm.

In our school division's communities, we have signed a formalized community-based VTRA protocol that includes named regional partners such as neighboring school jurisdictions (Sturgeon School Division, St. Albert School Division, Conseil scolaire Centre-Nord), schools (The Father's House Christian School), the RCMP, Alberta Health Services, and other community agencies. Our protocol outlines how our partner organizations will collaborate and work together to be responsive to threatening behavior. These procedures within our protocol are based on training provided by the National Centre for Threat Assessment Trauma Response.

Please be advised that the school division requires trained school staff members to complete a threat risk assessment in cases where one or more students are demonstrating a capacity to do harm, including making significant threats to themselves or others. The purpose of the assessment is to ascertain the potential level of risk posed and identify supports that may be required. Parents and/or legal guardians will be notified if their child will be discussed as a result of a violent threat. It is important for all parties to engage in the threat risk assessment process. If, for some reason, there is a reluctance to participate in the process by the threat-maker, threat-receiver, and/or parents/guardians of the individuals involved, the assessment procedures will continue in order to ensure a safe and caring learning environment. Personal information shared throughout the threat risk assessment process respects and weighs individual rights to privacy with the need to uphold the safety of all.





The Board of Trustees of the Greater St. Albert Roman Catholic Separate School Division will respond to all threats in a professional manner in order to provide healthy and caring learning environments for all students and staff. We are proud to provide this level of support to our school communities and are most fortunate to have our community partners at our side. If you wish for further information, please contact Raymonde Roulston, Director, Early Childhood Education and Learning Support Services.

Yours in Catholic Education,

David Keohane
Superintendent of Schools