



July 4, 2022

**Re: VTRA – Letter of Fair Notice**

Dear Sturgeon Public Schools Parents/Guardians:

Sturgeon Public Schools is committed to providing safe learning environments for all students, staff, school visitors and community members. As such, we have worked together with police and community partners to adopt a Violence Threat Risk Assessment (VTRA) Protocol for the St. Albert and Sturgeon region. This is a systematic and collaborative approach to threat assessment, whereby community partners work together to investigate potential threats and put supportive interventions in place. VTRA promotes a common language and understanding of threat assessment, makes use of the expertise of various community partners, and encourages a multidisciplinary approach to violence prevention.

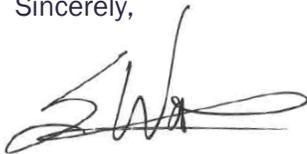
When students' behaviours pose a potential threat to safety or risk of serious harm, the St. Albert and Sturgeon Regional Violence Threat Risk Assessment (VTRA) Protocol helps Principals take further steps to protect students' well-being. The protocol helps schools respond quickly to threatening incidents such as: possession of a weapon or a replica weapon, bomb threats or plans, verbal, written or electronic (internet, text) threats to kill or injure oneself or others or other threats of violence, fire setting.

The St. Albert and Sturgeon Regional VTRA Protocol outlines how a school responds to threatening behaviour. The RCMP and school administration is always involved as a partner early in the process, with additional school district and community support being brought in as needed. This may include psychologists, social workers, family-school liaison workers, mental health clinicians and other professionals relevant to the situation.

Parents and guardians will be notified as soon as possible in the VTRA process. If parents/guardians cannot be reached, or if they choose not to provide consent, but a concern for safety still exists due to threatening behaviour, the threat assessment may still proceed. Personal information shared throughout this process will respect and balance each individual's right to privacy with the need to ensure the safety of all.

As always, student safety is our first priority. If you have any questions regarding the St. Albert and Sturgeon Regional VTRA Protocol, please contact Michele Parker, Mental Health and Wellness Coordinator at [michele.parker@sturgeon.ab.ca](mailto:michele.parker@sturgeon.ab.ca).

Sincerely,



Shawna Warren, M.Ed  
Superintendent

