

# School Administrator Guidance to Police-Free Response

**\*\*\* Please note: Except in an extreme emergency, only School Admin (or designee) should call these numbers.\*\*\***

## Who does Admin call if we need support?

Admin calls **OUSD Intake Line** to access OUSD nonviolent de-escalation supports, for example:

- Severely escalated student, causing harm or danger to themselves or others
- Student running away from campus and their safety is in jeopardy (*elopement*)
- Fight that school personnel cannot subdue unassisted
- Unwelcome outsider(s) hanging around the outside of campus
- Situation in the neighborhood that appears to involve police
- Any other situation requiring immediate nonviolent de-escalation supports or when you're unsure if situation might require law enforcement
- Lockdowns / Secure School

**Please note:** Only School Admin (or other staff at the direction of admin) should call this number. Please do not distribute this number out to other people.

If you suspect a student is experiencing human trafficking, **immediately** notify your school's Human Trafficking Lead, if you have one, and OUSD Legal. Otherwise, notify Legal, COST Lead, and Behavioral Health Program Manager.

## When would Admin call the OPD non-emergency line?

Admin calls **510-777-3333** to reach the Oakland Police Department for non-emergencies, for example:

- Staff has a reasonable suspicion that a student may commit a homicidal act (*call immediately*)
- To dispose of a firearm or illegal drugs
- If a serious crime is believed to have taken place (*but is not currently in progress*) - this includes Suspected Child Abuse where the victim is **NOT** related to the accused; See [Legal Guidelines](#).
- Secure School/Lockdown updates or questions

If a parent/guardian demands that the police be called, provide them 510-777-3333 to call themselves, unless the situation is a mandatory school notification of OPD, then administrator must call (*refer to list of when to call 911*).

## Important Numbers:

- **Child Protective Services:** 510-259-1800 (where the victim IS related to the accused; See [Legal Guidelines](#))
- **Sexual Victimization (not in progress):** BAWAR: (510) 800-4247; Family Justice Center: (510) 267-8800
- **Mental Health Crisis:** (510) 891-5600
- **Crisis Support Service:** (800) 309-2131
- **Homelessness/Adult MH Crisis:** [macro@oaklandca.gov](mailto:macro@oaklandca.gov) / (510) 446-2276
- **Unauthorized Vehicle Towing:** 311

## When would we call 911?

Call **911** whenever there is an imminent danger to someone's health or safety. For example:

- Active shooter
- Person brandishing a gun or explosive
- Bomb threat/discovery of a bomb
- Medical emergencies
- Fire
- Death on school site (*including suicide*)
- Serious injury
- Hostage situation
- Abduction/kidnapping (*observed/suspected*)
- Major violent crime in progress (e.g., *sexual assault, attempted murder, etc.*)
- Emergency building evacuation (e.g., *fire, hazardous materials/fumes, gas leak, etc.*)
- Any operational failure that puts lives in danger (e.g., *broken water, gas lines*)
- Any other situation posing an imminent danger to someone's health or safety

**When 911 is called, or law enforcement comes to campus you must also call OUSD Intake Line after 911 is called. OUSD Coordinator of Safety will also respond.**

**What does imminent danger mean?** A situation that is reasonably expected (or highly likely) to cause serious physical harm and cannot be resolved through other means. It is not merely a fear of future harm, no matter how great the fear and no matter how great the likelihood of the harm, but is one that, from appearances, must be instantly confronted and addressed.

## What if there's a mental health crisis (5585/5150)?

- If risk of harm to self or others is imminent: call 911, stay with student, and call parent(s)/guardian(s). Otherwise screen student for risk of harm to self or other. This must be done by trained staff (e.g., site therapist, psychologist, social worker). Call OUSD Intake to connect site for a consultation if needed.
- **If screen determines assessment is needed**, contact the below to preferably conduct in-person assessment (and provide services if appropriate) or transport for off-site assessment:
  1. Call Alameda Mobile Crisis (510-891-5600) to conduct assessment or transportation for assessment. [Note: Crisis team is not available 24/7.]
  2. Call 911 (Request Ambulance/EMS Response) for transportation for assessment.While waiting for assessment/response/transportation, immediately inform the parent(s)/guardian(s). However, do not release student to parents/guardians until assessment is complete or student is in custody of Mobile Crisis, CATT and/or OPD/EMS. **IMPORTANT: Student should NEVER be left unsupervised on site.**
- **If screen determines NO assessment is needed**, contact parent(s)/guardian(s) to explain situation and follow up as needed (including safety plan as needed).