



North College Hill High School

Response to Building Fight



Step One:

Assess Situation

- Stay calm and assess the situation
- Maintain a composed, authoritative presence
- Determine severity of situation (verbal altercation, fist fight, number of students involved, weapons etc).
- Position Yourself Safely
 - Avoid getting in between students unless trained to do so

Step Two:

Call for Assistance

- Call the front office (1000 or 1001) and use clear and specific language as to what is happening
 - Ex: Fight in hallway near room 129; three female students (name students if you can)- need assistance immediately
- Send one reliable student to the front office in addition to calling

Step Three:

Clear the Area

- Get your students in your classroom and keep them in your room- (Have procedures with your students)
- Direct bystanders into classrooms with clear, loud directives
 - Ex: Everyone move to a class now
- Help manage the environment
 - Continue moving students away
 - Clear the hallways

Step Four:

Document Objectively

- Provide quick facts (stick to facts only)
 - Time and location
 - Who was involved
 - What you observed or heard
 - Any injuries or escalation
- Participate in follow-up as needed
 - Additional statements
 - Student support



North College Hill High School

Response to Fight in Classroom



Step One:

Assess Situation

- Stay calm and assess the situation
- Maintain a composed, authoritative presence
- Determine severity of situation (verbal altercation, fist fight, number of students involved, weapons etc).
- Position Yourself Safely
 - Avoid getting in between students unless trained to do so

Step Two:

Call for Assistance

- Call the front office (1000 or 1001) and use clear and specific language as to what is happening
 - Ex: Fight in hallway near room 129; three female students (name students if you can)- need assistance immediately
- Send one reliable student to the front office in addition to calling

Step Three:

Clear the Area

- Clear and secure your classroom
- Direct bystanders to a safe location
 - Ex: Everyone move next door; Everyone move to the hallway
- Create space
 - Move desks or position yourself to increase distance
 - Remove nearby objects that could be used to cause harm
- Maintain visibility of ALL students

Step Four:

Document Objectively

- Provide quick facts (stick to facts only)
 - Time and location
 - Who was involved
 - What you observed or heard
 - Any injuries or escalation
- Support classroom management
 - Help transition students to a safe location
- Participate in follow-up as needed
 - Additional statements
 - Student support