



Students at Risk Policy

Category: General; Student Related;

Jurisdiction: Provost and Vice-President Academic;

Approval Authority: Executive Team;

Established on: January 13, 2023;

Amendments: None.

1. Purpose

1.1 Lakehead University (hereinafter the “University”) is committed to maintaining the safety of its Students and the University Community. In order to achieve this goal, the University must have clear policies and procedures in place to guide when and how intervention measures are to be implemented in situations of Acutely Elevated Risk (AER). Such policies should be designed to enable quick, efficient and compassionate responses when a Student’s actions or behaviours present an imminent risk to themselves, others or University Property. In addition, these policies and procedures must clearly articulate how potentially sensitive and private information should be shared between departments when a collaborative response is warranted.

2. Scope

2.1. This *Student at Risk Policy* (hereinafter the “Policy”) applies to Students and is designed to complement other University policies and procedures to create a procedural framework that upholds a safe and supportive environment for Students and the University Community.

2.2. This Policy can be implemented alongside other policies such as the [Student Code of Conduct – Non-Academic](#), the [Sexual and Gender-Based Violence Response Policy](#),

and the [Harassment and Discrimination Policy](#) in order to fully address situations of AER.

2.3. In the event of a conflict between this Policy and any other Lakehead Policy approved by the Board of Governors or the Senate, the other policy shall prevail.

3. Definitions

- **Acutely Elevated Risk (AER)**

Acutely Elevated Risk (AER) refers to a situation where threatening circumstances indicate that there is a high probability of the situation resulting in serious harm or crisis if some form of intervention is not implemented. If left unattended, there is a risk the situation will worsen to the point where the individual will harm themselves or others, damage University Property, end up being hospitalized or without home, or require a more formal and/or intrusive intervention by University security or other emergency response services.

For greater certainty, and without limitation, these situations are categorized as “acute” because: 1) threatening circumstances are to the point where a crisis is imminent, 2) new circumstances have contributed to severely increase chances of victimization, and/or 3) any effort to mitigate victimizations requires a multi-departmental response.

- **Care & Response Team (CRT)**

A sub-group of the Student Safety Intervention Team (SSIT) that is tasked with developing and implementing a particular intervention plan to de-escalate situations of AER.

- **Risk Assessment Protocol**

The Student Safety Intervention Team (SSIT) determined procedure incorporating tools such as an objective risk rubric to determine a particular situation’s risk level.

- **Student Safety Intervention Team (SSIT)**

The individuals identified in the SSIT Terms of Reference, as established by the University, who meet regularly to confidentially review concerning information about at-risk students and develop intervention plans to address situations of AER.

- **Student**

A person who is registered as a student at the University; either full-time or part-time,

pursuing undergraduate or graduate studies, those in professional studies, as well as those in non-degree studies, study-abroad or off campus studies with “Students” being the plural of “Student”.

- **University Community**

Students, faculty and employees of Lakehead University and visitors to the campus.

- **University Property**

All property of the University including but not limited to real property such as lands, buildings, and personal movable property owned by the University.

4. Policy Statement

4.1. In order to ensure the safety of the University Community and Students, the University may respond to situations where a Student’s actions or behaviours create, or have the potential to create a dangerous situation involving harm. In these types of rare situations, the University may be required to identify and assess the risk level using a predetermined Risk Assessment Protocol in order to quickly develop and implement appropriate intervention measures for Students in situations of AER.

4.2. This Policy is intended to enable the University to:

- Connect Students in situations of AER with all available services and supports, both on and off campus, and encourage the use of these supports; and
- Explore reasonable measures to allow for Students who find themselves in situations of AER to persevere and continue their studies.

4.3. In order to address situations of AER, the University will delegate this responsibility to a small group of University staff from across multiple departments. This specialized group will be called the Student Safety Intervention Team (SSIT) .

4.4. A Student’s actions or behaviours may first be addressed by the SSIT, the Office of Student Affairs (Student Conduct- Non-Academic), or the Office of Human Rights & Equity. Depending on the specific circumstances and the nature of the situation, Students may be referred from one process to the other.

5. Confidentiality

- 5.1. The University complies with all applicable legislation regarding privacy and access to information, such as the *Freedom of Information and Protection of Privacy Act* (FIPPA) and the *Personal Health Information Protection Act* (PHIPA). The University is also bound by policies (for example, the Freedom of Information and Protection of Individual Privacy Policy) regarding the confidentiality of each Student's Personal Information (as defined under FIPPA and PHIPA).
- 5.2. In the administration of this Policy, personal information related to Students, as defined by FIPPA and PHIPPA, will be confidentially accessed and used by, and disclosed only to, University employees and agents who need such information strictly in the performance of their duties under this Policy, and only to the extent required for said performance.

6. Responsibilities

- 6.1. The Vice-Provost Students and Registrar has the overall responsibility for this Policy.
- 6.2. The Manager, Student Conduct & Case Management is responsible for chairing the SSIT and coordinating the implementation of the CRT's intervention plan.

Please contact the Office of Student Affairs for additional information and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room AT 5031;

Phone: 807-343-8010 ext. 8163 or Email: studentconduct@lakeheadu.ca

Review Period: Initial review in 3 years then every 5 years following;

Next Review Period: September 2025;

Related Policies and Procedures:

Student Code of Conduct – Non-Academic Policy;

Sexual and Gender Based Violence Response Policy;

Harassment and Discrimination Response Policy;
Student Safety Intervention Team (SSIT) Terms of Reference.

Policy Superseded by this Policy: None.

The University Secretariat manages the development of policies through an impartial, fair governance process. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-343-8010 Ext. 7929 or Email: univsec@lakeheadu.ca