

**Department of Public Instruction
Student Services/Prevention and Wellness**

**Elementary Violence Prevention Program Assessment Tool
Frequently Asked Questions**

1. What is the purpose of the Violence Prevention Program Assessment Tool?

The assessment tool is designed to assist elementary schools identify gaps and successes in their violence prevention programming. This tool will provide better data when individual buildings complete the assessment rather than completion from a district perspective. The assessment contains six components: School Environment, Curriculum and Instruction, Student Programs, Pupil Services, Adult Programs, and Family and Community.

2. What do the six components assess?

Component A. School Environment assesses policies and procedures related to violence prevention programming.

Component B. Curriculum and Instruction assesses violence prevention curricula and instructional strategies for evidenced-based practices.

Component C. Student Programs assesses violence prevention activities available to students.

Component D. Pupil Services assesses violence prevention/intervention services provided by school-based staff and community partners.

Component E. Adult Programs assesses violence prevention professional development opportunities available to district/school staff.

Component F. Family and Community assesses the involvement of parents/guardians and community in the violence prevention program.

3. How do I access the Assessment Tool?

A **Hard Copy** version of the tool is available at: Resources for Safe Schools website <http://www.dpi.wi.gov/sspw/safeschool.html> and Youth Violence Prevention website, <http://www.dpi.wi.gov/sspw/yvp.html>

4. Should a school or district have a person responsible for coordinating assessment activities?

YES! The Violence Prevention Program Assessment Coordinator should:

- Facilitate the administration of the assessment tool with appropriate school and community representatives (i.e. school administrators, school staff, community agencies/organizations, parents, students).

- Facilitate a review of the assessment tool results.

5. How should the Assessment Tool be completed?

Team Completion (preferred): Designed for completion by a team who have knowledge of policies, procedures, curricula, programs, professional development and community initiatives related to violence prevention in the district/school. The team should include building administrators, district level administrators, teachers, AODA coordinators, pupil services staff, parents, students and community representatives. The team would meet and complete the assessment. Upon completion the team would review assessment results.

Component Completion: Designed for completion by individuals who have specific knowledge of a component (e.g. pupil services staff would complete pupil services component, curriculum coordinator/health teacher completes curriculum and instruction component, building administrator completes school environment component etc.). Upon completion the team would meet and review assessment results.

Individual Completion: Designed for completion by individuals who have knowledge of the school/district's violence prevention program. Each individual would complete all six components of the tool and meet to arrive at consensus on indicator ratings and to review assessment results.

6. Do all Assessment Components have to be completed?

No. A district/school may select individual components for completion. **It is recommended all components be completed to receive an accurate and complete “snapshot” of their violence prevention program.**

7. What type of results will I receive?

Component summary reports are hand generated.

8. Are results available for individual schools?

Yes, districts/schools have the option of answering questions either for individual schools in or for the entire district.

9. How can a district/school use the results?

Set Prevention Program Priorities – The Violence Prevention Program Assessment Tool's components and indicators are recognized as “Best Practices” by the U.S. Department of Education and many other leading authorities in the area of school violence prevention. It is

recommended that a variety of individuals representing all facets of the school and community be involved in analyzing the assessment tool results and setting prevention priorities.

Grant Procurement – Having high quality data to set prevention priorities, writing outcome objectives and selecting curricula/programs/services to achieve the objectives is a key feature, most if not all, Request For Proposals (RFP) require. The **State AODA, Tobacco** and **SDFSC** grant programs recognize program data from the violence assessment tool as a quality data source.

10. Where can a district/school get assistance?

There are **Web-Based Resources** available to assist with the completion of the violence prevention program assessment at: <http://www.dpi.wi.gov/sspw/safeschool.html> and <http://www.dpi.wi.gov/sspw/yvp.html>. You can also call your SDFSC Consultant for assistance.