## **Report Concerns**

| Behavior or Situations & What It Might Look Like  | What To Do and When   |
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| <ul> <li>Emergency         <ul> <li>Imminent risk of harm to oneself<br/>or others</li> </ul> </li> <li>Acute health condition needing<br/>immediate care</li> </ul>  | • Call 9-1-1.   |
| <ul> <li>Students who concern faculty/staff in a vague or general way</li> <li>Papers/projects containing violent or threatening content which is not part of a class assignment</li> <li>Changes in demeanor, behavior or appearance</li> <li>Substance abuse</li> </ul> | <ul> <li>Non-imminent harm needing immediate response, call NSC Safety and Security at 206-934-3636.</li> <li>For concerns that do not need immediate response, contact the NSC CARE Team by filling out a <u>Student Conduct/CARE Incident Reporting Form</u></li> </ul> |
| Student mentions general thoughts of self-harm or suicide without a plan.   | Call King County Crisis Center's 24/7     Crisis Line 206-461-3222, TTY 206-461-3219 to consult; inform your supervisor and the Student Conduct Officer, Michael Chen.  |
| <ul> <li>Student Misconduct</li> <li>Disruptive behavior in the classroom/office</li> <li>Plagiarism or cheating</li> </ul>   | Contact the Student Conduct Officer,     Michael Chen by filling out a <u>Student</u> <u>Conduct/CARE Incident Reporting</u> <u>Form</u>  |
| Bias/hate incidents   | Call <u>NSC Human Resource</u> s at 206-934-7792 to file a report.  |
| Student who threaten to harm other students, faculty, and staff   | Contact 9-1-1 and <u>Safety and Security</u><br>at 206-934-3636   |

| <ul> <li>Students with weapons on campus</li> <li>Students aggressive to other<br/>students /faculty/staff</li> </ul>                               | • Call Safety and Security at 206-934-3636.  |
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| Child Abuse or Neglect  |  |
| <ul> <li>A child or student under age 18 is grabbed and slapped.</li> <li>A student tells you about abuse or neglect of anyone under 18.</li> </ul> | <ul> <li>All North Seattle College employees<br/>are legally mandated reporters and<br/>must immediately contact <u>Child</u><br/><u>Protective Services.</u></li> </ul> |
| Harassment  |  |
| <ul> <li>A student mentions that an<br/>instructor asked her out to lunch<br/>off campus to discuss course<br/>performance.</li> </ul>              | • Call <u>NSC Human Resources</u> at 206-934-7792 to file a report.  |
| <ul> <li>A student or college employee is<br/>the subject of repeated jokes or<br/>ridicule.</li> </ul>   |  |