

# Classroom Behavioral Intervention and Support (CBIS) General Response Guidelines

## Important Numbers

### Emergency

Dial 911

### Campus Police:

(928) 314-9500

### Dean of Students:

(928) 344-7580

### Executive Director of Student Resource Services:

(928) 344-7629

### Student Health & Wellness Coordinator:

(928) 317-6067

### Student Counseling Professional:

(928) 317-6243

- Be aware of the location of the nearest telephone whether it is in the building or a personal cell phone
- If you are concerned for your safety or that of others, call campus police immediately
- When in doubt, call campus police

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### Distressed/Disturbed/Disruptive

Behavior that may not pose an immediate threat but causes a concern for the individual student or may impact the classroom environment

### Observe & Document

- Observe actions & interactions with others
- Document all incidents, conversations and behaviors out of the ordinary

### Consult & Refer

- Speak with the student privately
- Express concern for behavior & set limits
- Refer students by completing a Student Care Report

### Inform

- Contact Campus Police if there is a concern of safety
- Contact your direct supervisor

### Disruptive/Dangerous Student

Behavior that interferes with the normal processes of the classroom and/or threatens the well-being or safety of self or others

### Alert & Diffuse

- Contact 911/Campus Police immediately
- Avoid physical contact & speak calmly
- Dismiss class if necessary

### Document & Inform

- Document the nature of the incident & all parties involved or privy to information through a Student Care Report or Student Conduct Report
- Share all information with security
- Contact your direct supervisor

### Follow-up & Refer

- Address class regarding the incident
- Filter any student concerns about incident
- Refer students to Student Health & Wellness as necessary through a Student Care Report