

School Environmental Safety Incident Reporting

SESIR CODES AND DEFINITIONS

The definitions in the SESIR system were developed to help school districts correctly code data used to report incidents that are against the law or represent serious breaches of the code of student conduct, including those considered severe enough to require the involvement of a school resource/security officer or to be reported to law enforcement.* These definitions are not meant to match the Uniform Crime Report and are not intended to be an additional reporting system for law enforcement.

Consideration should be given to developmental age-appropriate behaviors and students with an individual educational plan (IEP) or a 504 plan when interpreting student behavior for SESIR reporting.

Incidents That Must Be Reported to SESIR and ARE EXPECTED to Be Reported to Law Enforcement*

ALCOHOL (ALC)-Level IV (possession, use, or sale) Possession, sale, purchase, or use of alcoholic beverages. Use should be reported only if the person is caught in the act of using or is discovered to have used in the course of an investigation.

ARSON (ARS)-Level I (intentionally setting a fire on/with school property) To damage or cause to be damaged, by fire or explosion, any dwelling, structure, or conveyance, whether occupied or not, or its contents.

BATTERY (BAT)-Level I (physical attack/harm) The physical use of force or violence by an individual against another. (To distinguish from Fighting, report an incident as Battery only when the force or violence is carried out against a person who is not fighting back.)

BREAKING AND ENTERING/BURGLARY (BRK)-Level II (illegal entry into a facility) The unlawful entry with force, or unauthorized presence in a building or other structure, or conveyance with evidence, of the intent to damage or remove property or harm a person(s).

DISRUPTION ON CAMPUS—MAJOR (DOC)-Level III (Formerly entitled “Disorderly Conduct”) (disruption of all or significant portion of campus activities, school-sponsored events, and school bus transportation) Disruptive behavior that poses a serious threat to the learning environment, health, safety, or welfare of others.

Example: Bomb threat, inciting a riot, initiating a false fire alarm. (Do not use this code for students defying authority, disobeying or showing disrespect to others, using inappropriate language or gestures, or classroom disruption.)

DRUG SALE/DISTRIBUTION EXCLUDING ALCOHOL (DRD)-Level II (illegal sale or distribution of drugs) The manufacture, cultivation, sale, or distribution of any drug, narcotic, controlled substance or substance represented to be a drug, narcotic, or controlled substance.

DRUG USE/POSSESSION EXCLUDING ALCOHOL (DRU)-Level III (illegal drug possession, or use) The use or possession of any drug, narcotic, or controlled substance.

HOMICIDE (HOM)-Level I (murder, manslaughter) The unjustified killing of one human being by another.

KIDNAPPING (KID)-Level I (abduction of an individual) Forcibly, or by threat, confining, abducting, or imprisoning another person against his/her will and without lawful authority.

MOTOR VEHICLE THEFT
Report under Larceny/Theft

ROBBERY (ROB)-Level II (using force to take something from another) The taking or attempted taking of anything of value that is owned by another person or organization, under the confrontational circumstances of force or threat of force or violence and/or by putting the victim in fear.

LARCENY/THEFT (STL)-Level III (taking of property from a person, building, or a vehicle) The unauthorized taking, carrying, riding away, or concealing the property of another person, including motor vehicles, without threat, violence, or bodily harm. (The item must be \$300 or more to report in SESIR).

SEXUAL BATTERY (SXB)-Level I (attempted or actual) Forced or attempted oral, anal, or vaginal penetration by using a sexual organ or an object simulating a sexual organ, or the anal or vaginal penetration of another by any body part or object.

SEXUAL OFFENSES (OTHER) (SXO)-Level III Other sexual contact, including intercourse, without force or threat of force, and where the victim is under age 16, subjecting an individual to lewd sexual gestures, sexual activity, or exposing private body parts in a lewd manner. (Law enforcement must be notified to investigate.)

THREAT/INTIMIDATION (TRE)-Level III (instilling fear in others) A threat to cause physical harm to another person with or without the use of a weapon that includes all of the following elements:

- (1) intent—an intention that the threat is heard or seen by the person who is the object of the threat;
- (2) fear—a reasonable fear or apprehension by the person who is the object of the threat that the threat could be carried out; and
- (3) capability—the ability of the offender to actually carry out the threat directly or by a weapon or other instrument that can easily be obtained.

TRESPASSING (TRS)-Level II (illegal entry onto campus) To enter or remain on school grounds/campus, school transportation, or at a school-sponsored event/off campus without authorization or invitation and with no lawful purpose for entry.

VANDALISM (VAN)-Level III (destruction, damage, or defacement of school or personal property) The intentional destruction, damage, or defacement of public or private property without consent of the owner or the person having custody or control of it. (Damage must be \$1000 or more to be reported in SESIR.)

WEAPONS POSSESSION (WPO)-Level II (possession of firearms and other instruments which can cause harm) Possession of any instrument or object, as defined by Section 790.001, Florida Statutes, or district code of conduct that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm. (Possession of common pocketknife is exempted from state zero tolerance expulsion requirement 1006.07(2) F.S.; however, law enforcement should be notified of any weapon or knife, including pocketknives, for investigation.)

OTHER MAJOR (OMC)-Level III (major incidents that do not fit within the other definitions) Any serious, harmful incident resulting in the need for law enforcement intervention not previously classified.

Example: Student producing or knowingly using counterfeit money; participating in gambling activities, or possessing child pornography.

Incidents That Must Be Reported to SESIR, but MAY or MAY NOT NEED to Be Reported to Law Enforcement**

BULLYING/HARASSMENT (BHA)-Level IV (intimidating or hostile behaviors) Unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing acts, by an adult or student that are severe or pervasive enough to create an intimidating, hostile or offensive educational environment, to cause discomfort or humiliation, or unreasonably interfere with the individual's school performance or participation.

FIGHTING (FIT)-Level III (mutual combat, mutual altercation) When two or more persons mutually participate in use of force or physical violence that requires either a) physical restraint or b) results in injury requiring first aid or medical attention. (Do not report to SESIR lower level fights such as pushing, shoving, or altercations that stop upon verbal command. Use local codes.)

SEXUAL HARASSMENT (SXH)-Level III (undesired sexual behavior) Unwanted and repeated verbal or physical behavior with sexual connotations by an adult or student that is severe or pervasive enough to create an intimidating, hostile or offensive educational environment, cause discomfort or humiliation or unreasonably interfere with the individual's school performance or participation. {6A-19.008(1) SBE Rule}. An incident when one person demands a sexual favor from another under the threat of physical harm or adverse consequence.

TOBACCO (TBC)-Level IV (cigarettes or other forms of tobacco) The possession, use, distribution, or sale of tobacco products on school grounds, at school-sponsored events, or on school transportation by any person under the age of 18.

Related Elements: Report any related elements that apply to each incident.

- Alcohol-related
- Bullying-related
- Drug-related
- Gang-related
- Hate-related
- Weapon-related

Complete the weapon description for all weapon-related incidents. Every weapon possession incident should be coded as weapon-related.

Reporting Guidelines

***Incidents that must be reported to SESIR and ARE EXPECTED to be Reported to Law Enforcement.**

Law enforcement must be notified for all incidents under this heading so an investigation can be conducted.

“Reported to Law Enforcement” means that an official action was taken by a School Resource Officer (SRO) or local law enforcement officer such as: a case number was assigned, a report was filed, an affidavit was filed, an investigation was conducted, or an arrest was made.

The presence of, notification of, or consultation with, a law enforcement officer or SRO is not sufficient for an incident to be coded as “Reported to Law Enforcement.”

Levels I-IV=Preliminary Rank Ordering of Incident Types for School Reporting

(Most Serious-Level I to Least Serious-Level IV). General Rule: When multiple incidents occur at the same time and place, code the incident that is the most serious incident. The incident that caused the most injury or the highest loss of property or monetary cost should be the one reported.

The particular context of the incidents should also be considered when determining the level of seriousness. If school personnel determine that an incident ranked at a lower level is more serious than another incident which is ranked higher according to this guide, school personnel should report the incident they judge to be more serious.

Disciplinary actions for SESIR incidents

The following disciplinary actions are the only actions that should be reported for SESIR incidents.

Other SESIR defined (S); In-school suspension (I); out-of-school suspension (O); Alternative Placement (P); Expulsion with Services (F); Expulsion without services (E); Change in Placement (not to exceed 45 days) following a drug or weapon offense for students with disabilities only (U).

These actions may also be used for less serious local incidents with the exception of (S) Other SESIR Defined and (U) Change in Placement.



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