



Suicide Prevention Protocol

When a staff member identifies a student with suicidal intent; making suicidal statements, writing suicidal notes or other self-harm such as cutting, the staff member will notify the school's counselor/social worker immediately. The staff member must stay with the student until the counselor/social worker arrives. The student should not be left alone at any point.

Confidentiality

Staff members are not permitted to promise confidentiality or honor a previous promise of confidentiality if the student might harm himself or herself. Staff members must explain to the student that information may be shared with others in order to help the student.

The following actions should be completed by the District's counselors/social workers.

- Counselor/social worker addresses this situation **immediately** by bringing student to their office for a conference.
- Counselor/social worker conducts screening of student's risk of suicide or self-harm.
- Student is not left alone at any point (i.e. escort to restroom and monitor).
- If possible, counselor/social worker then consults with the principal, another counselor/social worker to determine course of action. Again, **DO NOT LEAVE STUDENT ALONE.**
- When necessary, you may consult with the following staff by phone:
 - One of the trained Suicide Prevention Counselors/Social Workers
 - Julia Thorpe, Assistant Superintendent of Student Services (314-574-2298)
 - Brenda Brown, BJC psychiatric nurse consultant (314-210-6649).
- The school resource officer/security officer should be standing nearby in case of flight risk/aggression on the part of the student.
- Counselor/social worker calls student's parents to inform them of the situation and asks them to come to the school for a meeting.
 - Inform parent that student **MUST** leave with parent or family member. If a parent cannot be reached, counselor/social worker should access other emergency contacts indicating the urgent need for assistance in contacting the parent, but minimize the specific information given until parent has been contacted.
 - If no parent contact occurs, the counselor/social worker should contact principal to determine next step.

- If no parent contact is made, directly transport by ambulance to hospital, SRO/police, or Children's Services involvement may be necessary at this point.
- Using the **Suicide Risk Parent Notification** letter, provide parents with referrals to local hospitals or Behavioral Health Response for professional suicide assessment. **The counselor/social worker will not make recommendations as to which services parents or the student should use, or promise or imply that the District will assume financial responsibility for such services.**
- Should the parent choose not to follow through with the recommended professional medical assessment for risk, the counselor/social worker will review the Suicide Risk Notification letter and indicate on the document that counselors/social workers are mandated reporters, therefore they have no choice but to make a hotline call for possible medical neglect.
- Request the parent sign a HSD Release of Information form and a release at the assessing agency. If the parent refuses to sign the forms, document this in your file. Advise your principal of this refusal as soon as possible.
- The student **must** leave school with parent/family member, SRO, or ambulance (***NOT ON THE BUS OR WALKING***).
- Document in your file the following information: risk screening results, the actions taken, the parent notification and response, and follow-up efforts taken by the counselor/social worker.