

## EMERGENCY AND AFTER HOURS RESPONSE

1. Call 911 if you encounter a student in imminent harm.
2. Notify a building administrator by phone IMMEDIATELY.
3. If you learn of a completed suicide, call your administrator IMMEDIATELY.
4. Do not send concerns via email after hours.
5. You are responsible for addressing any after hours concerns (contacting 911 and/or your building administrator). Mental health team members are not on duty after hours.

## REMEMBER

1. Treat all threats as real.
2. Ask for staff support.
3. Never leave a student alone.
4. Confidentiality is not honored if a life is in danger.

My Counselor(s)

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My School Psychologist

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My School Social Worker(s)

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# SUICIDE PREVENTION PROCEDURES 2023-24

## SIGNS OF CONCERN

Crisis can occur in all students regardless of age. A student in crisis may attempt suicide. Some symptoms of a student in crisis may include one or more of the following:

- Talking or joking about suicide
- Social isolation
- Trouble with sleeping
- Drug and alcohol use and abuse
- High degree of self-criticism
- Extreme passivity
- Sudden change in behavior
- Preoccupation with death
- Signs of depression
- Giving away possessions
- Loss of appetite
- Self-destructiveness
- Gender identity, sexual orientation concerns
- Recent breakup
- Trauma
- Psychosomatic complaints
- Unexpected pregnancy
- Variable school problems
- Feelings of rejection, low self-esteem
- Lack of emotion
- Deteriorating school functioning
- Pessimism
- Distorted reality
- Little or no communication with anyone
- Promiscuity
- Withdrawal, feeling hopeless
- Loss of reality
- Outbursts of anger/rage, acting out, bullying
- Public humiliation

## WHAT SHOULD STAFF DO?

If you suspect a student is suicidal (including comments about suicide):

1. Treat any threat as **real**
2. **Stay** with the student (If you need assistance to ensure a student's safety, ask for assistance immediately)
3. Seek **help** from your mental health team or administrator.
4. **Listen** and do not dismiss the student's problems as trivial
5. Keep **calm**; avoid panic
6. Be **supportive, affirm** the student is doing the right thing by sharing their feelings
7. **Don't** promise to keep statements a secret
8. **Document** all student contacts and referral efforts

## YOUR RESPONSIBILITIES

1. Don't leave the student alone.
2. Seek assistance of a mental health professional (counselor, psychologist, social worker) or administrator.
3. Do not allow the student to be alone or leave the building until an assessment has been completed and you have been advised of the plan.
4. Follow the recommendations of the assessing staff.

## MENTAL HEALTH TEAM RESPONSIBILITIES

1. Assess student using TPS Suicide Prevention Form A&B.
2. Communicate recommendations and plan to the classroom teacher/administrator/parent/guardian.
3. Make a plan for supervision until a parent/guardian can take over care of the student.
4. Complete form B checklist and file original Form A/B in a safe place (not the Cumulative Folder).
5. **Complete [TPS Suicide Assessment Tracking Tool](#)**

***Note: Tracking Link on page two of TPS Suicide Prevention Form A&B***