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2. The building administrator, ~~district~~ psychologist, school counselor, and *as needed the* superintendent will be made aware of the situation as soon as reasonably possible;
3. The student’s parent or guardian may be notified, if appropriate, and assisted, as needed, with accessing a health care professional, unless a delay in notification is warranted;
4. If a health or safety emergency exists, school personnel may share student information with outside professionals. Documentation of the health or safety emergency, the information released, and the entity to whom the information was released shall be maintained, using *the Student Risk Assessment* Form (566F1);

IN-SCHOOL SUICIDE ATTEMPTS

In the event a student attempts suicide while at school or at a school-sponsored event, the following procedures will be followed:

1. First aid will be rendered until professional medical treatment can be received, following district emergency medical procedures;
2. School staff will continuously supervise the student;
3. All other students will be moved out of the immediate vicinity as quickly as possible;
4. **When** ~~if~~ appropriate, staff will request a mental health assessment for the student;
5. The student’s parent or guardian may be contacted, if appropriate, unless a delay in notification is warranted;

59 6. Staff will immediately notify the building administrator, school counselor, ~~district~~
60 psychologist, and *as needed the* superintendent;

61
62 7. Other reasonable actions deemed appropriate by staff at the time of the incident.

63
64 **OUT-OF-SCHOOL SUICIDE ATTEMPTS**

65
66 In the event a staff member becomes aware of a suicide attempt by a student that is in progress in
67 an out-of-school location, the staff member will:

- 68
- 69 1. Call 911 to notify police and/or emergency medical services;
 - 70
 - 71 2. Inform the student's parent or guardian, if appropriate;
 - 72
 - 73 3. Inform the school counselor, ~~district~~ psychologist, building administrator, and *as needed*
74 *the* superintendent.
 - 75

76 **PARENTAL NOTIFICATION OF SUICIDE RISK**

77
78 A student's parent or guardian will be notified as soon as practicable by the building administrator
79 or designee in the event a student is believed to be at risk for suicide or has made a suicide attempt.
80 However, if school staff, in their professional capacity, believe that contacting the parent or
81 guardian would endanger the health or well-being of the student, a delay in notification may occur,
82 and the reasons for the delay shall be documented.

83
84 In the event a student has exhibited suicidal behavior, school staff may discuss with the parent or
85 guardian the ability to limit the student's access to mechanisms for carrying out a suicide attempt.

86
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89 **REENTRY PROCEDURE**

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91 Students returning to school after a mental health crisis, such as a suicide attempt or psychiatric
92 hospitalization, and their parent or guardian will meet with the building administrator, school
93 counselor, and other appropriate school personnel, to discuss reentry and appropriate steps to be
94 taken to ensure the student’s readiness for returning to school.

95

96 The following procedures should be discussed, as appropriate:

97

- 98 1. Coordination and exchange of information with private mental health care providers.
99 Written parental consent will be sought for the exchange of information;
- 100
- 101 2. Request existing documentation from parent or guardian;
- 102
- 103 3. Inform those staff members with a legitimate educational interest of the student’s needs;
- 104
- 105 4. Designate appropriate staff as point persons to check in with the student, address any
106 concerns, and help the student readjust to the school setting.

107

108 **POSTVENTION**

109

110 Postvention is a crisis intervention strategy utilized in those instances where a student suicide has
111 occurred. If the student suicide occurred at school or at a school sponsored event, 911 will be
112 immediately called. The determination as to whether or when the student’s parent or guardian will
113 be informed by school personnel will occur based on direction from law enforcement.

114

115 A multidisciplinary crisis team consisting of the building administrator, school counselor, and any
116 other relevant individuals will meet as soon as practicable following the news of the suicide death
117 and develop an action plan.

118

119 The team will seek out as much information as possible to assist in the development of an
120 appropriate action plan. The action plan may include the following steps:

- 121
- 122 1. Assessment of the situation, including reviewing such issues as how severely the death will
123 likely affect other students; how recently other traumatic events have occurred within the
124 school community; the time of year of the death;
 - 125
 - 126 2. The initial sharing of information of a student death will be reported to staff, students and
127 parents/guardians with an acknowledgment that its cause is unknown, if a cause of death
128 ruling has not been made. If the cause of death has been confirmed as suicide, but the parent
129 or guardian does not permit the cause of death to be disclosed, or the information has not
130 been released to the public, the school will not share the cause of death, but will use the
131 opportunity to discuss suicide prevention with students.
 - 132
 - 133 3. In the event siblings of the student attend the same school or other schools, appropriate
134 personnel will be notified to address the needs of the siblings.
 - 135
 - 136 4. The team may draft a statement for staff members to share with students including the basic
137 facts of the death and funeral arrangements, if known, recognition of the sorrow the news
138 will cause, and information about resources available to help students cope with grief.
139 Public address system announcements and school-wide assemblies will be avoided, if
140 possible.
 - 141
 - 142 5. The team may draft a letter addressed to parents and guardians to be sent home with
143 students that includes basic facts available to the public about the death, information about
144 what the school is doing to support students, the warning signs of suicidal behavior, and a
145 list of resources available.
 - 146
 - 147 6. Staff will receive similar information as provided to parents and guardians in a staff
148 meeting, if possible. The crisis team will inform staff of the signs to be looking for in order

149 to identify and provide appropriate services to other high-risk students to prevent another
150 student suicide attempt or death.

151
152 7. Counseling will be made available at the school to students and staff affected by the death
153 to assist them and to help determine the level of support that they may need. To the extent
154 possible, school personnel will help coordinate support services for students and staff in
155 need of individual and small group counseling.

156
157 8. To the extent possible, school staff will refer students or staff to community mental health
158 care providers to assist in a smooth transition from the crisis intervention phase to meet
159 underlying or ongoing mental health needs.

160
161 9. The school will not create on-campus physical memorials (i.e., photos, flowers), or funeral
162 services as such actions may glamorize or sensationalize the death and encourage other
163 similar actions. School will not be cancelled for the funeral. Any school discussions will a
164 focus on how to prevent future suicides and prevention resources available.

165
166 10. The crisis team will identify the individual who will be the media spokesperson for the
167 district. All inquiries received by staff from the media or other persons will be directed to
168 the spokesperson. The designated spokesperson will:

169
170 a. Keep the superintendent informed of school actions related to the death;

171
172 b. Prepare a statement for the media including basic facts of the death, postvention plans,
173 and available resources. Any oral or written statement of any kind will not include
174 confidential information, speculation of victim motivation, means of suicide, or
175 personal family information.

176
177 c. Answer media inquiries and encourage reporters not to sensationalize the death or link
178 bullying to suicide, or speculate about the reason for suicide. The media should further

179 be encouraged to offer the community information on suicide risk factors, warning
180 signs and resources available.

181
182 11. Appropriate staff will be informed and prepared regarding how to direct phone calls,
183 emails, or other communications received regarding the incident and what information can
184 be released.

185
186 12. Other appropriate actions will be taken as deemed appropriate based on the circumstances.

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190 **LEGAL REFERENCE:**

191 Adapted from the Model School District Policy on Suicide Prevention, which was developed
192 through a collaborative effort by the Trevor Project, the American School Counselor Association
193 and the American Foundation for Suicide Prevention.

194 33-512B – Suicidal Tendencies – Duty to Warn

195 IDAPA 08.02.03.160

196 [Health & Welfare Suicide Prevention Help & Information](#)

197 [Suicide Prevention Acton Network – Youth Suicide – Information for Schools - Intervention](#)

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199
200 **ADOPTED:** December 18, 2018