



## Protocol for Reports of a Student who is Suicidal

### If reported during the school day:

- Student comes to the attention of a staff member, either by the student self-reporting or a report from another student. ***Secondhand reports are equally as urgent as self-reports.***
  - Staff member reports concerns to a Mental Health SSP (Mental Health Specialist, School Counselor, School Psychologist, or School Social Worker) and/or Administrator.
  - If the student is with you, escort them to Student Services and notify a Mental Health SSP.
    - ***Never leave a student who is suicidal alone.***
    - Walk student to Student Services or have an adult escort them.
  - If the student is not with you when you get the information, Counselor, SRO, and/or Admin will get eyes on the student to assure safety.
- The initial Mental Health SSP the student was brought to identifies a trained partner with whom they will conduct the suicide risk screening.
  - If the student has an IEP, the building School Social Worker and/or School Psychologist is contacted to participate in the screening process.
- SSP contacts the student's parent/guardian to explain the situation; parent/guardian may be asked to come to the school.
- Trained SSP team conducts a suicide risk screening and consults with the appropriate PSD and community professionals to determine action steps, including, but not limited to:
  - Stabilization plan
  - Going home with parent/guardian
  - Parent takes student to see community counselor/therapist
  - Crisis center or ER for further evaluation
- Suicide risk screenings should occur in an SSP office or other nurturing space whenever possible.
- SSP follows up with family in a timely manner after the situation has been resolved and action taken.
- SSP follows up with student upon their return to school.
  - If returning from in-patient care, student should have a re-entry meeting to discuss the needs of the student and create a plan of support.

### If Reported Outside of School Hours

- Notify administrator of the concern to determine who will contact parents and/or police. If your administrator cannot be reached, try to contact the guardians and/or police.
- Contact the student's guardian to let them know of your concern.
- If you cannot reach the parent/guardian, call the non-emergency police line or make a Safe2Tell report with your concerns.
  - Please include your name and report any information you have, including past suicide attempts or other concerns.
  - Police can conduct a welfare check on the student.

Safe2Tell - 1-877-542-7233 or [safe2tell.org](https://www.safe2tell.org)

FC Police Dept Non-emergency - 221-6540

Larimer Co Sherriff Non-emergency - 416-1985

Timnath PD Non-Emergency - 224-3211