PROTOCOL FOR RESPONDING TO STUDENTS AT RISK FOR SUICIDE

The following is a summary checklist of general procedures for the administrator/designated school site crisis team member to respond to any reports of students exhibiting suicidal behavior/ideation. For a complete description of each procedure, refer directly to Section IV of Bulletin 2637.2.

The urgency of the situation will dictate the order and applicability in which the subsequent steps are followed.

A. RESPOND IMMEDIATELY
   - Report concerns to administrator/designee immediately or as soon as possible.
   - Do not leave the student unsupervised.

B. SECURE THE SAFETY OF THE STUDENT
   - Supervise the student at all times.
   - Conduct an administrative search for access to means to hurt themselves.
   - If appropriate, contact LASPD, local law enforcement, the Los Angeles County Department of Mental Health or consult with Crisis Counseling and Intervention Services, School Mental Health.

C. ASSESS FOR SUICIDE RISK (see Attachment B, Suicide Risk Assessment Tool)
   - Administrator/designee or designated school site crisis team member gathers essential background information.
   - Administrator/designee or designated school site crisis team member meets with the student at risk for suicide.
   - The assessing party should collaborate with at least one other designated school site crisis team member to determine level of risk. See Table 1, Levels of Suicide Risk in BUL-2637.2.

D. COMMUNICATE WITH PARENT/GUARDIAN
   - Share concerns & provide recommendations for safety.
   - Communicate a plan for re-entry.
   - Provide resources and parent/caregiver handout.

E. DETERMINE APPROPRIATE ACTION PLAN (see Table 2, Action Plan in BUL-2637.2)
   - Determine action plan based on level of risk.
   - Develop a safety plan.
   - Follow student re-entry guidelines.
   - Mobilize a support system and provide resources.
   - Monitor and manage.

F. IMPORTANT CONSIDERATIONS
   - When Certificated Staff Accompany a Student to the Hospital
   - Providing Information for a Psychiatric Evaluation

G. DOCUMENT ALL ACTIONS (Maintain records and complete RARD on iSTAR within 24 hours.)

Suspected Child Abuse or Neglect

If child abuse or neglect by a parent/guardian is suspected or there is reasonable suspicion that contacting the parent/guardian may escalate the student’s current level of risk, or the parent/guardian is contacted and unwilling to respond, report the incident to the appropriate child protective services agency following the District’s Child Abuse and Neglect Reporting Requirements, BUL-1347.3, dated August 19, 2016. This report should include information about the student’s suicide risk level and any concerning ideations or behaviors. The reporting party must follow directives provided by the child protective services agency personnel.