PROTOCOL FOR RESPONDING TO STUDENTS WHO SELF-INJURE

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 self-injurious behavior. For a complete description of each procedure, refer directly to Section V of Bulletin 2637.2.

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

NOTE: Self-injurious behaviors may be exhibited by students with profound disabilities without being indicative of suicide or suicidal ideation. Please follow District guidelines as indicated in BUL-6269, Multi-Tiered System of Behavior Support for Students with Disabilities and contact the Division of Special Education at (213) 241-6701 for further assistance.

A. KNOW THE WARNING SIGNS OF SELF-INJURY
   - Report concerns to administrator/designee immediately or as soon as possible.
   - Do not leave the student unsupervised.

B. PROTOCOL
   - Respond immediately or as soon as possible.
   - Supervise the student.
   - Conduct an administrative search for access to means.
   - Assess for suicide risk using the protocol outlined in Section IV of the bulletin.
   - Communicate with parent/guardian.
   - Encourage appropriate coping and problem-solving skills.
   - Develop a safety plan with student.
   - Provide resources.
   - Document all actions. (Maintain records and complete RARD on iSTAR within 24 hours.)

C. SELF-INJURY AND CONTAGION
   - Respond immediately or as soon as possible.
   - Respond individually to students, but try to identify peers that may be engaging in similar behavior.
   - Supervise students in separate locations and assess individually using the protocols outlined in Section IV of BUL-2637.2.

D. OTHER CONSIDERATIONS FOR RESPONDING TO SELF-INJURY AND CONTAGION
   - Self-injury should be addressed individually, never in settings such as student assemblies, public announcements, or groups.
   - When self-injury impacts the school community, consider hosting a parent/guardian meeting for awareness and psycho-education.
   - Consult and work with Office of Communications as needed.

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.