












# Suicidal Ideation and Self Harm Best Practices


## If a student reports they are suicidal or self harming:

-  Teacher/counselor/other staff member should report this to the counselor AND principal immediately. It MUST be reported as soon as possible and BEFORE the student leaves campus for any reason.
-  If the student needs medical attention, they should be referred to the nurse and/or emergency medical responders immediately.
-  If the student is in immediate danger or possesses a weapon, 911 should be called.
-  A counselor or other school official should ask the student if they are self harming and/or suicidal. It is very important that you ask the question: “*Are you thinking about killing yourself?*” If they are suicidal, ask them if they have a plan. Students who have a plan to kill themselves are at greater risk.
-  A [Safety Threat Assessment Form](#) may be used to determine the imminent warning signs that exist with the student.
-  NEVER leave a student alone who is suicidal or self injuring.
-  Parents/guardians should be contacted as soon as possible.
-  Emergency forms should always be signed by parents/guardians. There are few if any exceptions.

 If parents cannot be reached or if parents refuse to take the student to receive a mental health evaluation, police should then be contacted. Police will likely take the student into protective custody if they find that their safety is a concern.

 The [Emergency Notification Form](#) should be completed. The report should NEVER go into the cumulative folder, but a private file in the counselor's office. A copy may also be kept in a secured district office.

 If a school official is concerned about the safety of a student during non-school hours, they should contact the family of the child and/or the police immediately. This cannot wait until the next day. The staff member should then contact the site principal and inform them they have contacted police for a welfare check.

 A district official should be notified as soon as possible. If a student reports that someone he/she knows is suicidal or self injuring: A teacher/counselor/other staff member should report this to the principal and counselor immediately. This cannot wait until the next day, or even the next hour. The administrator/counselor should find the student who is in danger and should supervise them immediately.

 All forms need to be sent to a district administrator within 24 hours of the incident.