

Phone Call

This is _____ from School. The purpose of my call today is to inform you of the death of one of our students, _____.

The district crisis team has been working with some of our students who wanted some help in dealing with the death. We are concerned about _____ because of _____.

[Briefly state the facts without disclosing inappropriately.]

We have discussed your student's feelings about _____'s death. We would suggest that he/she not be alone after school today. It might also be helpful if you discuss not only the death, but what your student feels about the situation.

[Ask for questions.]

If we can be of any help, please call us at _____.

Response to Parents

Yes, one of our students has died. We have a crisis team in place to handle student and parent concerns. Do you need to talk to an administrator about the situation?

Yes, we have had some students involved in an accident. We cannot release the names of the students at this time. If your student was involved, you would have been notified. We have a team of counselors to talk with students. It may be an hour before I can get a message to her/him. Would you like to have her/him call you?