

**SUICIDE PREVENTION PROCEDURES**

457-Rule

When any person employed by the District shall have reason to believe, either by virtue of direct knowledge or a report from another person, that a student is in any danger of harming themselves through an attempted suicide, or has attempted suicide, that person is to report the situation immediately. The procedure to report this situation is as follows:

- 1) Contact the building principal and/or a member of the District intervention team. Do not leave the suicidal student without adult supervision for any amount of time while making this contact. If the student's life is in imminent danger, the nearest law enforcement emergency agency shall be summoned to transport the student to the nearest hospital emergency room.
- 2) The building principal and/or the intervention team members shall immediately contact the student's parent(s)/guardian and request that he/she meet with the school staff. The parent(s)/guardian shall be informed that their student has attempted or is planning an attempt at suicide. This meeting may take place at school, at the county department of family services agency, or at the hospital, depending on the danger to the student's life.
- 3) If the danger is not imminent, the principal and/or the intervention team member shall determine if it is appropriate to involve the county department of family services, crisis intervention, or the 51.42 Board at this time or to urge the parent(s)/guardian to involve these agencies. In determining the immanency of the danger, the contact person should consult with another team member.
- 4) When any outside agency is to be utilized, have a release of information form signed which will allow a two-way flow of information between the school and the community agency.
- 5) After the immediate crisis has been resolved, the intervention team shall meet to evaluate the situation and decide on an appropriate role for the school to take in assisting the student. A counselor or student services staff member will keep close contact with the student and the community agencies treating the student to insure a coordinated school-agency approach.
- 6) When appropriate, all teachers involved with the student shall be invited to an informal staffing to assist them in appropriately dealing with the student.
- 7) A member of the intervention team shall meet with the student's parent(s)/guardian to inform them of the decision of the school staff on District follow-up and to obtain their reaction.

Adopted: 10/13/87

Revised: March 1994  
March 2002

Waunakee Community School District