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PINEWOOD AMERICAN INTERNATIONAL SCHOOL

## Self-harm and Suicide Intervention Protocol

*Updated July 26, 2025*

This protocol supports teachers at Pinewood, to intervene effectively when students exhibit suicidal or self-harming behaviour. It clarifies which steps can be taken in response to a risk of suicidal or self-harming behaviour. The term suicidal behaviour in this document includes the following: a student expresses, directly or indirectly, that (s)he has suicidal thoughts OR a student displays self-harming behaviour OR talks about the desire to self-harm.

### **Stage 1: When a student confides in you, the teacher**

- Any risk of self-harm should always be taken seriously.
- Be respectful and honour their courage to confess any thoughts about, or behaviours of, self-harm. (A student wouldn't speak up if they didn't trust you or want help).

#### **In conversation with the student:**

- Do not promise confidentiality or secrecy: The student's safety is your utmost concern. You can only tell the student that what they tell you is confidential, when there is no concern for their safety, or someone else's. Share that if you need to inform or include the parents or others, you will always do this in consultation with the student (when age 12 and up).
- Listen. Ask open ended questions and reflect back the student's feelings and problems in your own words.
- Try to avoid giving advice or your own opinion.
- Be direct. It is recommended to use words such as suicide, killing yourself, ending your life, etc. By talking openly, you provide space for the student to talk, which creates hope.
- Remain calm.do not act rushed or shocked.
- Be clear about the steps that you are undertaking to ensure the student's safety (eg. including the School Psychologist, calling parents, informing administration, etc.)

### **Stage 2: Risk assessment - including professionals and management**

- Take immediate action to ensure the student's safety.
- Don't leave the student unattended, before he/ she sees the School Psychologist. Consider bringing the student along, ask another staff member to stay with the student, or send someone for help.
- Always include the School Psychologist and/ or any school leader to determine next steps. You can bring the student along, or to another **supervised** quiet spot.
- The School Psychologist, or a Doctor, will conduct a self-harm and suicide risk assessment in order to decide on further steps. It is important to find out whether the student has a prepared and clear plan.
- Document all actions taken, as soon as possible.

### **Stage 3: Actions to be taken after the risk assessment**

- The School Psychologist and Administration should inform parents.

Always inform parents when a student has expressed suicidal ideation or if there is a general risk of self-harm. Notify parents of the situation and about the actions taken so far. Advise parents on next steps. If the student is a **medium or high risk**, parents will be invited to pick



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up their child. Next steps may include ensuring there are no lethal means in the home and will include a support plan to help the student get the appropriate mental health care.

- The student should get a referral to the appropriate mental health services, through the School Psychologist.
- The most active Greek organization, based in Athens and specialized in Self-Harming and Suicide Intervention is called Klimaka. The contact details are:

Number: 1018 or 210-3417162-3

Email: [help@suicide-help.gr](mailto:help@suicide-help.gr)

### **Stage 4: Documentation and monitoring**

- Regardless of level of risk, the School Psychologist will complete an incident report. An incident report includes:
  - Student's name
  - Who was involved?
  - What happened?
  - The risk assessment done by the School Psychologist
  - What actions were taken?
  - What agreements were put in place?
  - Who will take what responsibility?
- Set up a safety plan in school to monitor the student's suicidal and self-harming behavior.
- If needed and upon discussion, the Principal or the School Psychologist will bring the event up in the next faculty & staff meeting. The members of the staff and the Student Services team will evaluate the effectiveness of the intervention and the implementation of the protocol after every incident.