

## La Canada Emergency Protocol for Suicide Threat

If a student makes a comment related to harming his or her self or a direct suicidal threat, all staff members must report the threat to an administrator. (Members of the crisis team may also include but are not limited to the school psychologist and counselor.)

**The student should not be left alone.**

The level of threat must then be determined by the team, which includes the administrator.  
Is there an immediate threat?

### **NO**

-Contact parent/guardian and determine plan for supporting the student. Parent/guardian must continue to monitor student.

-Support system should be identified by team at home/in the community/at school. Counseling resources (school or in the community) should be given to parent/guardian and student.

-Meet with student to:

\*Develop a plan of action and if appropriate have them sign a contract

\*Check with student when they return to school to determine if he/she is receiving appropriate services.

\*If the student is in general education, the team may need to consider if there is a suspected disability and a referral to assess for special education may be made.

\*If the student is in **special education**, the team **must consider** whether an **IEP** should be called.

**\*\*Document all response procedures** which will be placed in the health file. In AERIES put a note "see health file."

### **YES**

-A crisis team member (either counselor or school psychologist) will contact the Psychiatric Mobile Response Team (PMRT) and consult

-If the PMRT determines there is a need for an evaluation they will do so upon their arrival to campus. PMRT number: 818-708-4500

-Contact parent

-If it is determined by the PMRT that the student is at risk to themselves the team will precede with a hospitalization

**-In the event of student being released to parent/guardian** for an immediate evaluation, parent will sign the Parent Notification letter indicating that they understand the terms of the child being released and their responsibility.

**\*\*Document all response procedures** which will be placed in the health file. In AERIES put a note "see health file."

### **Student returning to school:**

**If the parent/guardian was responsible for taking the student in for an evaluation**, the student **MAY NOT** return to school without a letter from the doctor or other mental health professional clearly stating that the student is **NOT** in danger of hurting him/himself and/or others.

**On the day that the student is returning to school**, a school administrator and the school crisis response team will hold a meeting with the parent and the student to discuss:

-A follow-up plan of action, which should include establishing a school-based support system.

-If the parent/guardian agree, the Foothill SELPA Authorization to Disclose or Receive Information, which gives consent for communication between school and doctor or mental health professionals, should be signed.

**\*\*Continue to keep records of follow-up meetings and actions taken to support the student and his/her family.**