

ADMINISTRATIVE PROCEDURES

SECTION:	100 – GENERAL ADMINISTRATION	CODE:	AP 169.18
PROCEDURE:	SUICIDE THREATS		

BACKGROUND

Students at risk can self-refer or be referred to the school counsellor by a staff member, parent, friend, neighbour, or other person from the community. Students at-risk range from those talking of hopelessness, to those writing poems with suicidal intent, to students telling someone of planning to harm themselves.

PROCEDURES

1. Staff Response

1.1 Staff members are not trained in counselling suicidal students and shall refer the student to the school counsellor.

1.2 The staff member shall inform the Principal of the referral.

2. Administrators and/or Response Team

2.1 Conduct Interview

The school counsellor interviews the student on the day of the referral. The counsellor determines the extent of suicidal thinking, the potential plan of suicide, the lethality of the plan, and the history of the student's suicidal thinking and attempts. For severe cases, ensure the safety of the student through adult supervision.

2.2 Team Review

The school counsellor returns as soon as possible to the available team members to discuss the case and formulate a plan of action. Depending on the seriousness of the case, the team may wish to consult with other members not initially involved or discuss the case with Mental Health. Plans formulated by the team might range from no further involvement, to monitoring by a specific staff member, to referral for counselling within the school setting, to asking the parents to take immediate action with their child.

2.3 Parents Notified

The school counsellor will contact parents of all interviewed students on the same day of the referral and interview. Parents will be told of the reason for referral, the outcome of the interview, and the plans formulated by the team. When the suicide potential is significant, the counsellor needs to ascertain that the parents accept responsibility to follow through with the team's recommendations. If the student is dangerous to self and the parents cannot be located, then the counsellor will contact Sunrise Mental Health. In extremely dangerous situations, the RCMP may be called first to ensure the safety of the student. Follow up regarding the referral/safety plan remains the responsibility of the counsellor unless explicitly agreed to by other staff members. The counsellor documents the case and shares information with other members.

Date Issued: November 21, 2007

Date Revised: May 27, 2016