The Los Angeles Unified School District
STUDENT HEALTH AND HUMAN SERVICES

PROTOCOL FOR RESPONDING TO STUDENTS AT RISK FOR SUICIDE

The following is an abbreviated checklist of general procedures for the administrator/designee and/or Suicide/Threat Prevention Liaison (STPL) to respond to any reports of students exhibiting suicidal behavior/ideation. For a complete description of each procedure, refer directly to Section IV of Bulletin 2637.4.

The urgency of the situation will dictate the order and applicability in which the subsequent steps are followed.

A. □ RESPOND IMMEDIATELY
   □ Report concerns to administrator/designee and/or STPL immediately or as soon as practically possible.
   □ Do not leave the student unsupervised.

B. □ SECURE THE SAFETY OF THE STUDENT
   □ Supervise the student at all times.
   □ Conduct an administrative search for access to means to hurt themselves.
   □ If appropriate, contact LASPD, local law enforcement, the Los Angeles County Department of Mental Health or consult with Crisis Counseling and Intervention Services, School Mental Health.

C. □ ASSESS FOR SUICIDE RISK (see Attachment B - Suicide Risk Assessment)
   □ Administrator/designee or designated STPL gathers essential background information.
   □ Administrator/designee or designated STPL meets with the student at risk for suicide.
   □ The assessing party should collaborate with at least one other designated school site crisis team member to determine level of risk. See Attachment B – Suicide Risk Assessment.

D. □ COMMUNICATE WITH PARENT/GUARDIAN
   □ Share concerns & provide recommendations for safety.
   □ Communicate a plan for re-entry.
   □ Provide resources and parent/caregiver handouts.

E. □ DETERMINE APPROPRIATE ACTION PLAN (see Attachment B – Suicide Risk Assessment, pages 6-8)
   □ Determine action plan based on level of risk.
   □ Develop a safety plan.
   □ Notify adult gatekeepers identified in the Safety Plan by providing Attachment E – Adult Gatekeeper.
   □ Follow student re-entry guidelines.
   □ Mobilize a support system and provide resources.
   □ Monitor and manage.

F. □ IMPORTANT CONSIDERATIONS
   □ When Certificated Staff Accompany a Student to the Hospital (see BUL-2637.4, pg. 10-11)
   □ Provide Information for a Psychiatric Evaluation (see BUL 2637.4, pg. 11)

G. □ DOCUMENT ALL ACTIONS (Maintain records and complete RARD on iSTAR within 24 hours.)

Suspected Child Abuse or Neglect
Report the incident to the appropriate child protective services agency, following the District’s Child Abuse and Neglect Reporting Requirements, BUL-1347, if child abuse or neglect by a parent/guardian is suspected or there is reasonable suspicion that:
• contacting the parent/guardian regarding the suicidal ideation/behavior may escalate the student’s current level of risk;
• the parent/guardian is contacted and unwilling to respond; and/or
• the parent/guardian refuses treatment for the student of concern.

The report should include information about the student’s suicide risk level and any concerning ideations or behaviors. The reporting party must follow directives provided by the child protective services agency personnel.

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