
Regulation #5120.4.2.1
Suicide Prevention and Intervention

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4 Management of Suicidal Risk

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6 The school cannot be expected to thoroughly evaluate and eliminate suicidal risk.
7 Nevertheless, the Madison Board of Education (the "Board") is committed to respond in a
8 supportive manner, both aggressively and immediately, to a student who has attempted, has
9 threatened, or is seriously considering attempting suicide. The following procedures shall be
10 implemented toward this end.

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12 I. Any staff member who becomes aware of a student who may be at risk of suicide must
13 immediately notify the building principal or his/her designee. This must be done even if
14 the student has confided in the staff person and asked that his/her communication be kept
15 confidential. The principal or designee will then notify an appropriate Pupil Personnel
16 Service (PPS) staff member.

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18 II. The PPS staff member shall interview the student, consider available background
19 information and determine whether the student is "at-risk" or in "imminent danger."

20 III. If the student is assessed to be "at-risk":

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22 A. The PPS staff member shall notify the student's parent/guardian and request a
23 meeting with them as soon as possible, preferably that same day.

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25 B. When the parent/guardian arrives at school, the PPS staff member shall meet with
26 him/her to discuss:

27 1. the seriousness of the situation;

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29 2. the need for an immediate suicide risk evaluation at a medical or mental health
30 facility, or other appropriate evaluation(s);

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32 3. the need for continued monitoring of the student at home if he/she is released
33 following the evaluation;

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35 4. referral to appropriate professional services outside the school system; and

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37 5. a request for the parent/guardian to sign a release of information form permitting
38 communication between the school and the facility to which the student will be
39 taken, the student's therapist and other appropriate individuals.

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41 C. The PPS staff member shall document in writing the course of events, including
42 what transpired at the meeting, and the outcome.

- 44 D. If the parent/guardian does not follow through, thereby leaving the student "at-risk",
45 a medical referral to the Department of Children and Families (DCF) should be
46 made (if the student is less than 18 years of age). The parent/guardian should be
47 notified as soon as possible that such a referral has been made.
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- 49 E. The PPS staff member may notify other staff, as necessary to protect the student and
50 others.
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- 52 F. The PPS staff member may refer the student to the school's Child Study Team,
53 Mental Health Team, Crisis Intervention Team, Student Assistance Team, Planning
54 Placement Team or other staff as appropriate for further consultation and planning.
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- 56 G. The PPS staff member or the team shall monitor the student's progress and shall
57 consult as necessary with family, outside professionals and school staff.
- 58 IV. If the student is assessed to be "in imminent danger":
- 59 A. The PPS staff member shall ensure that the student is not left alone.
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- 61 B. The PPS staff member shall notify the parent/guardian and request that the student
62 be picked up at school and taken to a medical or mental health professional for
63 thorough suicidal risk evaluation.
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- 65 C. When the parent/guardian arrives at school, the PPS staff member shall meet with
66 him/her to discuss:
- 67 1. the seriousness of the situation;
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- 69 2. the need for an immediate suicide risk evaluation at a medical or mental health
70 facility, or other appropriate evaluation(s);
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- 72 3. the need for continued monitoring of the student at home if he/she is released
73 following the evaluation;
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- 75 4. referral to appropriate professional services outside the school system; and
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- 77 5. a request for the parent/guardian to sign a release of information form permitting
78 communication between the school and the facility to which the student will be
79 taken, the student's therapist and other appropriate individuals.
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- 81 D. The PPS staff member shall document in writing the course of events, including
82 what transpired at the meeting, and the outcome.
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- 84 E. The PPS staff member shall inform the principal of the course of events and the
85 outcome.
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- 87 F. The PPS staff member may notify other staff, as necessary to protect the student and
88 others.

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- G. The PPS staff member may refer the student to the school's Child Study Team, Mental Health Team, Crisis Intervention Team, Student Assistance Team, Planning and Placement Team or other staff as appropriate for further consultation and planning.

- H. If the parent/guardian is unable to come to school:
 - 1. The PPS staff member shall provide, over the telephone, information as to available resources outside and within the school system, and shall plan follow-up contacts.
 - 2. The PPS staff member will notify the parent/guardian of his/her intent to and arrange transport of the student to an appropriate evaluation/treatment site by means of emergency vehicle (e.g., ambulance or police cruiser).
 - 3. Police may be notified if the student poses a threat to the safety of him/herself or others, or as dictated by other circumstances.
 - 4. The PPS staff member shall document in writing the course of events and the outcome.
 - 5. The PPS staff member shall inform the principal of the course of events and the outcome.

- I. If the parent/guardian does not agree with the school's determination that the student is in imminent danger or for any other reason refuses to take action:
 - 1. The PPS staff member shall meet with the building principal to develop an immediate plan focused on protection of the student.
 - 2. The PPS staff member shall notify the parent/guardian of the plan and shall either a) inform the parent/guardian that the Department of Children and Families (DCF) will be contacted and a medical neglect referral made, if the parent/guardian remains uncooperative and the student is less than 18 years of age; or b) inform the parent or guardian and student that the police will be called if the parent or guardian or student remains uncooperative.
 - 3. The PPS staff member shall arrange for an emergency vehicle to transport the student to the hospital or an appropriate mental health facility; shall inform hospital staff of the situation; shall plan follow-up in relation to hospital staff or mental health facility staff decisions as to how to proceed.
 - 4. The PPS staff member shall consult and cooperate with DCF and/or the police as necessary.

