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**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)]****[Crisis Intervention Team (CIT)]****[Student Assistance Team (SAT)]**  
17 staff member. **(Note: The principal may have multiple designees.)**

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

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

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

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

28 1. the seriousness of the situation;

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

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

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

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

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

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

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- G. The \_\_\_\_ 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 \_\_\_\_ 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 \_\_\_\_ 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 \_\_\_\_ staff member shall document in writing the course of events and the outcome.
  
  - 5. The \_\_\_\_ 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 \_\_\_\_ staff member shall meet with the building principal to develop an immediate plan focused on protection of the student.
  
  - 2. The \_\_\_\_ 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 \_\_\_\_ 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 \_\_\_\_ staff member shall consult and cooperate with DCF and/or the police as necessary.

135                   5.     The \_\_\_\_ staff member shall document in writing the course of events  
136                                   and the outcome.

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138                   J.    When a student assessed to have been "in imminent danger" returns to the school,  
139                                   the \_\_\_\_ staff member or the appropriate school-based team (if such referral has  
140                                   been made) shall coordinate consultation with outside professionals, supportive  
141                                   services in school, and changes in the instructional program, when necessary.

142   Suicide Education/Prevention - Students and Staff

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144   I.   As part of the Madison Public Schools' Health Education Curriculum and Developmental  
145       Guidance Curriculum, students will be educated regarding suicide risk factors and danger  
146       signals, and how they might appropriately respond if confronted with suicidal behavior,  
147       verbalizations, or thoughts.

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149   II.  Annually, in-service training for school staff will be held in each school building to  
150       discuss suicide risk factors, danger signals, and the procedures outlined in these  
151       regulations.

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155   Legal Reference:  
156       Connecticut General Statutes § 10-221(e)

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