**Winship-Robbins Elementary School District**

**2021-2022 Suicide Risk Assessment Procedures**

Role of all district staff:

1. W-RESD staff who are concerned that a student is exhibiting a potential suicide risk and/or self

Injury must immediately contact the school administrator or mental health professional trained in suicide risk. (If suicide risk is active and immediate, follow school protocols for calling 911.)

1. Staff must keep student under constant adult supervision until suicide risk assessment has been completed.
2. The school administrator or mental health professional trained in suicide risk shall immediately contact a county employed mental health professional (i.e. nurse, psychologist, or social worker) that is certified in W-RESD approved suicide assessment tools.
3. If no certified professional is available at the school site, the principal or mental health professional trained in suicide risk will contact the Student Support & Health Services Staff (in the order listed below) to identify someone to complete the assessment:
   1. Liz Ramirez: work 530-870-2604 [lizethr@sutter.k12.ca.us](mailto:lizethr@sutter.k12.ca.us)
   2. Virginia Burns: work 530-822-2969 work cell 530-701-3471 [virginiab@sutter.k12.ca.us](mailto:virginiab@sutter.k12.ca.us)
   3. Sydni Beaver: work 530-822-2425 work cell 530-812-3300 [sydnib@sutter.k12.ca.us](mailto:sydnib@sutter.k12.ca.us)
4. Staff will not release a student exhibiting potential suicide risk without a suicide assessment. If the student is exhibiting imminent danger to self or others, the student should be immediately transported to a hospital or mental health treatment center by a school administrator, mental health professional trained in suicide risk, local law enforcement, and/or parent/caregiver.
5. In the event that a parent/guardian/adult caregiver wants to remove the student prior to completion of an assessment, or if the parent/guardian/adult caregiver refuses to take the student for necessary follow-up care at an emergency room or mental health treatment center, staff must report the removal/refusal to the school administrator or designee and assess whether a referral to child protective services and/or law enforcement is warranted.
6. Staff will maintain confidentiality of the student as appropriate prior to, during, and after suicide risk assessment is completed. Information regarding student mental health shall only be shared as is necessary for the safety of the student.

Role of W-RESD Suicide Assessment Trained Mental Health Professional:

1. District employed mental health professional trained in suicide risk assessment will administer the district approved suicide risk assessment tool.
2. If the student is deemed to be at risk of suicide or self-injury, the suicide assessment professional will contact the parent/guardian (if safe) and school administrator to discuss the

situation and develop a plan to ensure the student’s safety.

1. Both the student and parent/guardian/caregiver will at a minimum be provided with the following information:
   1. The Trevor Project <http://www.thetrevorproject.org/>
   2. The National Suicide Prevention Lifeline [www.suididepreventionlifeline.org](http://www.suididepreventionlifeline.org) at

1-(800) 273-8255

1. No disclosure shall be made to the student’s parent/guardian/caregiver when there is reasonable cause to believe that the disclosure would result in a clear and present danger to the health, safety, or welfare of the student. In the case of no disclosure to parent/guardian/caregiver, staff should consult with district Superintendent, and must report safety/welfare concerns to child protective services and/or law enforcement. Documentation of this decision should be made on the suicide risk assessment disposition summary.
2. If the student is assessed to be at imminent risk of suicide or self-injury, the certified district trained professional is to remain with the student, ensuring safety until an appropriate disposition plan can be developed that includes the provision of adequate supervision.
3. For all students assessed for suicide risk or risk of self-harm, regardless of outcome, the suicide assessment professional should make contact with the student’s parent/guardian after the assessment to inform of such contact and to inform of the safety plan for the student, when necessary (e.g. sent to Sutter County Intake Stabilization Unit, to ER, connected to therapist, returned to class, and/or completed a safety plan, etc.).
4. To maintain student confidentiality, the suicide risk assessment tool shall be hand-delivered in a sealed envelope to Superintendent.