

## Readiness Survey - Is Your School Prepared to Manage Suicidal Behavior?

Suicidal behavior (fatal and non-fatal) is one of the most traumatic occurrences with which school personnel may be faced. Advanced planning to prevent youth suicide and to intervene in a crisis can significantly improve the ability of school personnel to respond quickly and effectively and with the least disruption to school routines when suicidal behavior becomes an issue.

To assess your present level of readiness to assist individuals at-risk for suicide, use the following instrument. While the following is not an exhaustive list, these questions will help guide you to develop necessary school protocols suggested to address suicide prevention, intervention and postvention.

### Administrative Questions:

**Prevention** refers to an outline of specific actions to be implemented to reduce suicidal behavior.

<p>1. Does your school have an up-to-date crisis response plan?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:</p>
<p>2. Does the crisis response plan have solid administrative support?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:</p>
<p>3a. Does the crisis plan have written protocols on how to manage suicidal (student and/or staff) behavior?</p> <p>3b. Attempt on campus?</p> <p>3c. Attempt off campus?</p>	<p>3a. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:</p> <p>3b. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:</p> <p>3c. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:</p>
<p>4.a Have crisis team members been identified?</p> <p>4b. Are individuals from both the school and the community involved on the crisis team?</p>	<p>4a. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:</p> <p>4b. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:</p>
<p>5. Are crisis team members provided with training?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:</p>

6. Are substitute crisis team members identified in case regular members are not available due to absence, conference attendance, vacation, etc.?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
7. Would the crisis team be able to support multiple schools in the event a suicide affects more than 1 school?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
8. Do crisis team members have copies of school floor plans for their use, if needed?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
9. Does the crisis team meet and practice on a regular basis?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
10. Has ALL staff been provided with the school protocols?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
11a. Is there an established method for disseminating protocols that includes who should receive them?	11a. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
11b. Is there a plan for providing new staff with protocols?	11b. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
12. Has school administration provided clear direction about legal rights and obligations of administrators, faculty, and staff in assisting with a suicidal student?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
13. Is someone designated to track the number of suicides, suicide attempts, and/or referrals for suicidal behavior?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
14. Has a policy for maintaining confidentiality of sensitive student information been created and disseminated to all school personnel?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:



**Intervention** refers to an outline of specific actions to be implemented in response to suicidal behavior.

21. Do school procedures/protocols identify key people within each building as contacts to help when suicidal behavior occurs?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
22. Do school procedures designate someone to contact the parent/guardian when suicide risk is suspected?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
23. Does the school have procedures for when the parent/guardian is unreachable?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
24. Does the school have procedures for when a parent refuses to get help for their child?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
25. Does the school provide information to parents about the importance of removing lethal means?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
26a. Does the school have a system to alert staff of an emergency while school is in session?	26a. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
26b. Have volunteers and substitutes been informed about the system?	26b. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
27. Are there protocols concerning how to help a student re-enter school after an absence or hospitalization for mental illness including suicidal behavior?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
28. Are there systems/teams in place to address the needs of students who are exhibiting high risk behaviors such as substance abuse, depression, self-injury, etc.	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:

**Postvention** refers to a sequence of planned support and interventions carried out in the aftermath of a suicide with the intention of preventing suicide contagion.

29a. Do the protocols include a section about working with the media?	29a. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
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<p>29b. Has a spokesperson been designated?</p>	<p>29b. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p>
<p>30a. In the event of a suicide, are there established protocols for identifying close friends/other vulnerable students and plans to support them?</p> <p>30b. Does this include students at other buildings?</p> <p>30c. Does this include staff that might be affected either due to their relationship with the youth or their own experience of suicide in their family?</p>	<p>30a. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p> <p>30b. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p> <p>30c. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments  :</p>
<p>31. Have protocols been developed that explicitly detail what to do following a suicidal crisis to avoid contagion?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p>
<p>32. Do the protocols delineate the school's role following any student/staff death (for any reason)?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p>
<p>33. Do the protocols take into consideration the fact that following a suicide, whole-school and/or permanent memorials are NOT recommended?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p>
<p>34. Have plans been developed for supporting students should a suicide occur during vacation or summer break?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p>

### Staff Related Questions

<p>1a. Have trained Gatekeepers been identified as contacts for when a staff member or student is concerned about suicidal behavior?</p> <p>1b. Has everyone in the building been informed of who the Gatekeepers are?</p>	<p>1a. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p> <p>1b. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p>
<p>2. Does staff know what to do in the event that they come upon or hear about a suicide event?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/>  Comments:</p>

3. Have the confidentiality guidelines been provided and discussed with ALL staff?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
4. Do school protocols guide staff on what to look for and what to do if they find student work/messages that focus on death or suicide? (i.e. artwork, doodling, homework, term papers, journal entries, notes, etc.)	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
5. Will teachers receive any feedback on students whom they refer for an evaluation of suicidal risk?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
6. Do school personnel understand that it is not their responsibility to assess the seriousness of a situation but that suicidal behavior must be taken seriously and reported using the school protocols?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
7. Do the protocols inform staff about what to do if there is any reason to suspect a weapon is present/readily available?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
8. Are procedures in place to brief and process staff needs in the event of a crisis?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
9. Are parents provided with a list of community resources and agencies to contact if they are concerned about their son or daughter being suicidal?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:

### Parent Related Questions

1. Are opportunities provided for parents to learn about suicide prevention?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
2. Are there efforts to actively communicate with parents about risk factors, warning signs, and the importance of restricting access to lethal means?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:
3. Have parents been told what the school is doing to prevent and address the issue of suicide, what will be done if their son or daughter is thought to be at risk of suicide, and what will be expected of them?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/> Comments:

**Student Related Questions**

<p>1a. Are students educated about suicide and how to help a troubled friend?</p> <p>1b. Does the education including practicing an intervention?</p>	<p>1a. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/></p> <p>Comments:</p> <p>1b. Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/></p> <p>Comments:</p>
<p>2. Do students know whom to go to in the school if they are worried about a suicidal friend?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/></p> <p>Comments:</p>
<p>3. Are behavioral health services readily available to youth?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Need to consider <input type="checkbox"/></p> <p>Comments:</p>