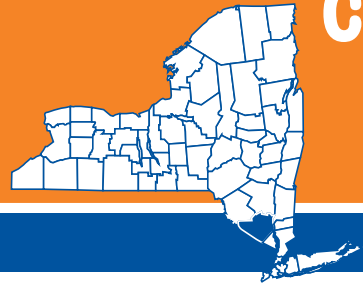


Administrative Issues

ORANGE COUNTY • NEW YORK



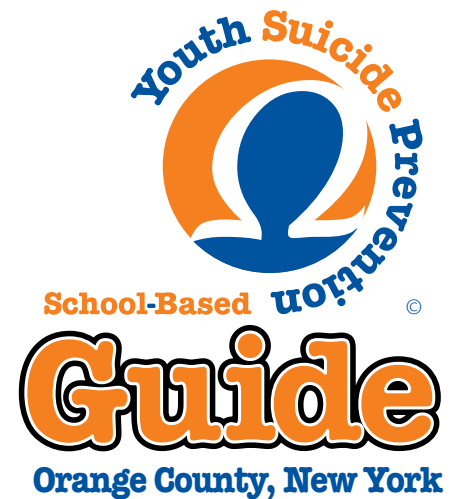
Checklist 4

Checklist 4

This checklist provides administrators and educators with an efficient inventory of what empirical research and best practice suggests as important considerations when evaluating administrative issues surrounding adolescent suicide that the school currently has in place or may wish to consider implementing. This checklist can be used to quickly evaluate what services and policies your school already has in place (indicated by a “yes”) or what services and policies your school may be lacking that may need to be implemented or revised (indicated by a “no”). This checklist corresponds to Issue Brief 4, which provides a more in depth and detailed discussion concerning administrative issues concerning adolescent suicide and the school’s suicide prevention program (if one already exists). The intent of this and every other Issue Brief is to provide research-based and best-practice suggestions for how a school may wish to address the issue of adolescent suicidal behavior and ideations. The intention is not to provide definitive declarations for what schools should do because each school will vary in their ability to implement and maintain suggestions mentioned in the Issue Brief.

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school provide information to staff and faculty about the impact and prevalence of adolescent suicide? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school have policies and procedures in place concerning suicide issues? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school have support from school boards, superintendents, principals, and teachers for a suicide prevention program? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school have established links to the community that may offer help and assistance when a school is confronted with a student potentially at risk for suicidal behavior? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school have an established crisis response plan? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school’s crisis response plan detail what actions or interventions to take if a student does threaten, attempt, or dies by suicide? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do all staff members and faculty know how your school will respond to a suicidal crisis situation? |

— continued next page



Orange-Ulster BOCES
845 291-0100
www.ouboces.org



Orange County Department
of Mental Health
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www.orangecountygov.com

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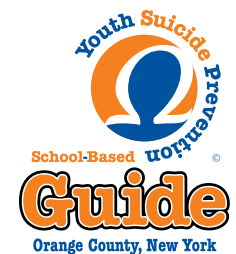
This publication is also available on-line as an Adobe Acrobat PDF file: <http://www.ouboces.org> and <http://www.orangecountygov.com>
Select County Departments, Department of Mental Health

Checklist 4 continued

Yes No

- Does your school educate and inform all faculty and staff members on who they should contact in the community or in the school should a student express or demonstrate any signs of suicidal behavior (verbal threats, written warnings, or overt suicidal behaviors)?
- Does your school have an established crisis response team?
- Does your school's crisis response team have administrative support?
- Does your school's crisis response team meet with one another and with other faculty and staff members on a regular and consistent basis?
- Does your school's staff, faculty, and administrators know about the challenges and potential roadblocks for implementing and maintaining a school-based suicide prevention program?
- Do your crisis response team members know who to contact if a crisis exhausts your school's ability to handle the problem?
- Does your school provide parents with a list of community resources or agencies that they may contact should they suspect that their son/daughter is considering suicide or has expressed suicidal thoughts or behaviors?
- Does your school actively communicate with parents, informing them about risk factors and the importance of disposing of or restricting access to lethal means (such as firearms)?
- Does your school inform parents about what the school is doing to prevent or address the issue of suicide?
- Does your school provide a way to measure or evaluate the impact and maintenance of your suicide prevention program?
- Are your school's administration and staff aware of legislation concerning liability as it relates to suicidal behavior in students?
- Are your school's administration and staff aware that while students are in school, the school must act in loco parentis, or as reasonably as a concerned parent?

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Developed by

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