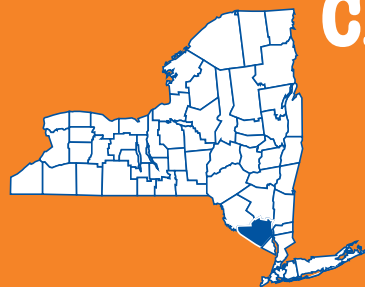


# Information Dissemination in Schools



## Checklist 1

ORANGE COUNTY • NEW YORK

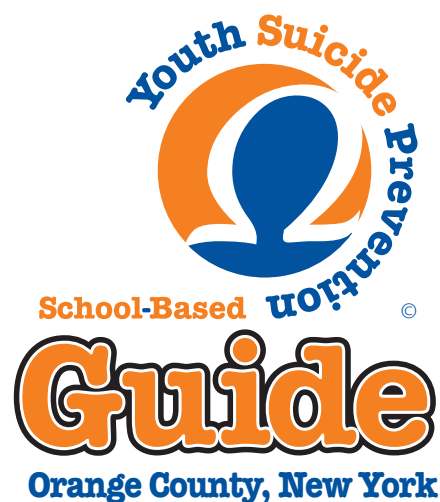
### Checklist 1

This checklist provides administrators and educators with an efficient inventory of what empirical research and best practice suggests as important considerations when evaluating the status of a school's ability to disseminate information about adolescent suicidal behavior and/or a suicide prevention program. 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 1, which provides a more in depth and detailed discussion concerning Information Dissemination in Schools. 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 currently have a suicide prevention program in place?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Are teacher and staff education and/or training one component of your school's suicide prevention program?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school provide training sessions to all staff, including coaches, bus drivers, maintenance/janitorial staff, and cafeteria workers about adolescent suicide warning signs and risk factors, and what to do if approached by a student who may be at-risk for suicide? |
| <input type="checkbox"/> | <input type="checkbox"/> | Has your school decided on the most effective strategy(ies) to disseminate suicide prevention information about adolescent suicide warning signs and risk factors?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Has your school decided on the most effective strategy(ies) to disseminate suicide prevention information about faculty/staff response if approached by a student who may be at-risk for suicide?   |
| <input type="checkbox"/> | <input type="checkbox"/> | If your school does provide training sessions, is there a designated trained individual or individuals who provide these training sessions and is there a targeted audience?  |

— continued next page



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*County Executive*

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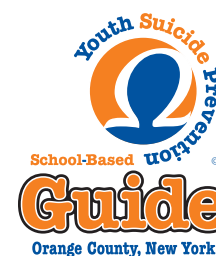
This publication is also available on-line as an Adobe Acrobat PDF file: <http://www.ouboces.org> and <http://www.orangecountygov.com>  
Select County Departments, Department of Mental Health

## Checklist 1 continued

**Yes    No**

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Are written procedures currently in place that help guide faculty, staff, and students about how to respond to a suicidal threat or crisis?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school staff know what to do and whom to contact (at your school) if they come in contact with a student who expresses suicidal thoughts or expresses suicidal threats?                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school have a list of community agencies and resources that could provide help and assistance to a student at-risk for suicide?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there a person within your school, such as a guidance counselor or school psychologist, that is assigned the responsibility of maintaining and reviewing student suicide information?              |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there a person within your school, such as a guidance counselor or school psychologist, that is assigned the responsibility of maintaining and reviewing suicide prevention efforts at the school? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school staff know the warning signs and risk factors for suicide? (If no, see also Issue Brief 3a: Risk Factors: Risk and Protective Factors and Warning Signs.)                            |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school staff know the myths surrounding adolescent suicide?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your school staff know the facts about suicide?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Are there procedures in place that provide information to parents about adolescent suicide, such as at parent-teacher meetings or parent-teacher association meetings?                                |

## Notes



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### Developed by

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