Parent Notification[[1]](#footnote-1): High Risk (Sample Guidelines)

Parents or guardians should be contacted as soon as possible after a student has been identified as being at risk for suicide. The person who contacts the family is typically the principal, school psychologist, or a staff member with a special relationship with the student or family. Staff need to be sensitive toward the family’s culture, including attitudes towards suicide, mental health, privacy, and help-seeking

1. Notify the parents about the situation and ask that they come to the school immediately.
2. When the parents arrive at school, explain why you think their child is at risk for suicide and why you are recommending they immediately go to the hospital for an assessment.
3. Provide the family with copies of any suicide screener/assessments you have conducted and explain they should be provided to the hospital staff.
4. Explain the importance of removing from the home (or locking up) firearms and other dangerous items, including over-the-counter and prescription medications and alcohol.
5. Follow up with an email confirming 1) documents were discussed 2) you recommended they immediately go to the hospital, and 3) you will want to have a re-entry meeting before the student returns to school to develop an intervention and safety plan.
	1. Be sure to print out a copy of the email. Maintain a copy for your records and provide a copy to the leader of building response team.
6. Tell the parents that you will follow up with them in a 2 days.
7. If the parents refuse to seek services for a child under the age of 18 who you believe is in danger of self-harm, you should notify DCFS that the child is being neglected.
8. Document all contacts with the parents.
1. Preventing Suicide a High School Toolkit [↑](#footnote-ref-1)