SUICIDE POSTVENTION PROTOCOL FLOWCHART

Appendix V

Crisis Response Flow Chart

On-Site

Call 911
Contact Principal & Superintendent
Secure Area:

- Do not move body or disturb evidence;
- Clear area of students and staff; and
- Document names of witnesses

Administrator Notifies Staff

Protect confidentiality and family wishes

Off-Site

Principal:

- Verifies death;
- Contacts family; and
- Notifies Superintendent and other key school personnel

Administrator Notifies:

- Staff and schools attended by siblings;
- All parents/guardians;
- Community supports and resources; and
- MCOE Crisis Response Team Lead

CRT Leader Activates Crisis Response Team

Notify and Support Staff

- Staff meeting before school to review postvention protocols;
- Send follow-up email with information;
- Offer after school meeting; and
- Give resources, emphasize self-care

Notify and Support Students

- Inform during first period;
- Identify vulnerable students;
- Review self-care, help seeking;
- Advise regarding memorials; and
- Provide support stations

Communicate with All Parents

- Provide area for parents to get information
- Provide warning signs, risk factors, protective factors; and
- Provide funeral arrangements as available per family's wishes

Media

- Do not allow on campus; and
- Direct requests to media spokesperson

Documentation

- Document all actions taken;
- Create and maintain a database of at-risk students; and
- Review what worked and what could be improved

Long-Term Aftermath

- Review long-term response protocol;
- Enhance identification and support for vulnerable students;
- Prepare for anniversaries and special events, incorporating family wishes as possible; and
- Provide educational resources for families to enhance their understanding of adolescent suicide and its prevention