SAMPLE HIGH SCHOOL CAMPUS PROTOCOL

A student’s confidentiality can be maintained except in the following circumstances:

- A student is a danger to themself, or threatens to harm or kill themself
- A student is a danger to others, or threatens to hurt or kill others

**DURING SCHOOL HOURS**

**SAMPLE TEXT (BOX 2A):**
Escort the student to the (Crisis Counselor) in the (Guidance Department) or call (AVP office) for an escort x-----. Do not leave the student unsupervised.

**SAMPLE TEXT (BOX 3A):**
If the student is not with you when you learn that they has threatened to kill themself, speak directly to (the On-Call Crisis Counselor). Do not leave a voicemail or email.

( Guidance Department Staff) will help you connect to the available (On-Call Crisis Counselor). The On-Call Crisis Counselor will contact site supervisors and local law enforcement if student is assessed to be a safety concern.

**DURING NON-SCHOOL HOURS**

**SAMPLE TEXT (BOX 2B):**
If you read/see/hear something from a student who threatens to hurt or themselves during non-school hours, you must report this immediately to the **SAMPLE Police Department  XXX-XXXX-XXXX** or the Police Department where the student lives: Sample Neighboring Police  (XXX)XXX-XXXX,
Sample City Sheriff  (XXX)XXX-XXXX
or call 911
For advice/support you can also contact the AVPs. Please note, this is not in lieu of you calling the police and making the report.

**SAMPLE TEXT (BOX 3B):**
Follow up with Guidance Counselor, Student Support, and/or Special Education Case Manager upon returning to school.

**OPTIONAL SAMPLE TEXT (BOX 3C):** A police officer will conduct a Child Welfare check and if you request, they will call you back once they have completed the check.

**SAMPLE TEXT (BOX 4A):**
Contact the the AVP office at x------ . If you or those around you are in immediate danger, call 911.

**SAMPLE TEXT (BOX 4B):**
Contact SAMPLE Police Department at (XXX)XXX-XXXX or call 911.