



## SAMPLE HIGH SCHOOL CAMPUS PROTOCOL

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

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

### 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 themselves, 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.

### 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 1):

**IF A STUDENT IS A DANGER TO THEMSELF or THREATENS TO HARM or KILL THEMSELF**

Verbally or in writing, the student must be assessed immediately by a (Crisis Response Counselor)

## *DURING SCHOOL HOURS*

## *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-XXX-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 4):

**IF A STUDENT IS A DANGER TO OTHERS or THREATENS TO HURT OR KILL OTHERS**

It is imperative that the student and the situation be assessed **immediately.**

### SAMPLE TEXT (BOX 4B):

Contact **SAMPLE Police Department** at (XXX)XXX-XXXX or call **911.**