Readiness Survey

Administrative Questions

**A. Prevention** refers to proactive activities designed to prepare a school for effective, timely responses to students who may be at risk for suicide.

1. Does your school have an up-to-date crisis response plan?
   - [ ] YES  [ ] NO  [ ] NEED TO CONSIDER
   COMMENTS:

2. Does the crisis response plan have solid administrative support?
   - [ ] YES  [ ] NO  [ ] NEED TO CONSIDER
   COMMENTS:

3a. Does the crisis response plan have written protocols on how to manage suicidal (student and/or staff) behavior?
   - [ ] YES  [ ] NO  [ ] NEED TO CONSIDER
   COMMENTS:

3b. Does the crisis response plan have written protocols on how to manage a suicidal (student and/or staff) attempt on campus?
   - [ ] YES  [ ] NO  [ ] NEED TO CONSIDER
   COMMENTS:

3c. Does the crisis response plan have written protocols on how to manage a suicidal (student and/or staff) attempt off campus?
   - [ ] YES  [ ] NO  [ ] NEED TO CONSIDER
   COMMENTS:
4a. Have crisis team members been identified?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

4b. Are individuals from both the school and the community involved in the crisis team?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

5. Are crisis team members provided with training?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

6. Are substitute crisis team members identified in case regular members are not available
due to absence, conference attendance, vacation, and so forth?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

7. Would the crisis team be able to support multiple schools in the event of a murder/
suicide situation? (For example, a parent murders siblings attending several different
schools and then takes his or her own life.)
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

8. Do crisis team members have copies of school floor plans for their use and/or to provide
to local law enforcement, if needed?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:
9. Does the crisis team meet and practice simulations on a regular basis?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

10. Are copies of the school crisis plan readily accessible to all school personnel?
    ○ YES  ○ NO  ○ NEED TO CONSIDER
    COMMENTS:

11a. Is there an established method for distributing protocols that includes who should receive them?
    ○ YES  ○ NO  ○ NEED TO CONSIDER
    COMMENTS:

11b. Is there a plan for providing new staff with protocols?
    ○ YES  ○ NO  ○ NEED TO CONSIDER
    COMMENTS:

12. Has school administration provided clear direction about legal rights and obligations of administrators, faculty, and staff in assisting with a suicidal student?
    ○ YES  ○ NO  ○ NEED TO CONSIDER
    COMMENTS:

13. Is someone designated to track the number of suicides, suicide attempts, and/or referrals for suicidal behavior?
    ○ YES  ○ NO  ○ NEED TO CONSIDER
    COMMENTS:
14. Has a policy for maintaining confidentiality of sensitive student information been created and disseminated to all school personnel?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

15a. Does the school have a formal memorandum of agreement (MOA) with the local crisis service provider(s) outlining the services to be provided to the school system such as risk assessments, crisis management, and/or debriefing school staff in the aftermath of a crisis?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

15b. Does the MOA include debriefing parents and community members in the event of a suicide?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

16. Does the MOA include guidelines for how the school receives feedback on the outcomes of the referrals that are made?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

17. Have school administrators, faculty, and staff received education and training in suicide prevention?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

18a. Has an effective student suicide prevention education program been incorporated into the comprehensive health education program?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:
18b. Does the program focus on building help-seeking skills? (Note: The student component should only be introduced after protocols have been established, MOAs are in place, staff education has occurred, and key staff identified as those who can help with suicidal behavior.)

- YES  
- NO  
- NEED TO CONSIDER

COMMENTS:

19. Has a discussion with law enforcement occurred so that you know what to expect from the local law enforcement agency in the event of a crisis in school buildings or on school grounds?

- YES  
- NO  
- NEED TO CONSIDER

COMMENTS:

20. Has the traffic pattern to and from the school been reviewed with emergency response personnel?

- YES  
- NO  
- NEED TO CONSIDER

COMMENTS:

**B. Intervention** refers to an outline of specific actions to be implemented in response to suicidal behavior.

21. Do school procedures/protocols identify key people within each building as contacts to help when suicidal behavior occurs?

- YES  
- NO  
- NEED TO CONSIDER

COMMENTS:

22. Do school procedures designate someone to contact the parents/guardians when suicide risk is suspected?

- YES  
- NO  
- NEED TO CONSIDER

COMMENTS:
23. Does the school have procedures for when the parents/guardians are unreachable?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

24. Does the school have procedures for when parents/guardians refuse to get help for their child?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

25. Does the school provide information to parents/guardians about the importance of removing lethal means?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

26a. Does the school have a system to alert staff of an emergency while school is in session?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

26b. Have volunteers and substitutes been informed about the system?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

27. Are there protocols concerning how to help students re-enter school after an absence or hospitalization for mental illness including suicidal behavior?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:
28. Are there systems/teams in place to address the needs of students who are exhibiting high-risk behaviors such as substance abuse, depression, or self-injury?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

C. Postvention refers to a sequence of planned support and interventions carried out in the aftermath of a suicide with the intention of preventing suicide contagion.

29a. Do the protocols include a section about working with the media?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

29b. Has a spokesperson been designated?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

29c. Is there a backup for that person?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

30a. In the event of a suicide, are there established protocols for identifying close friends/other vulnerable students and plans to support them?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

30b. Does this protocol include students at other buildings?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:
30c. Does this protocol include staff that might be affected due to either their relationship with the youth or their own experience with suicide in their families?

- YES  - NO  - NEED TO CONSIDER

COMMENTS:

31. Do the protocols consider the fact that, following a suicide, whole-school and/or permanent memorials are not recommended?

- YES  - NO  - NEED TO CONSIDER

COMMENTS:

Staff-related Questions

1. Have all staff members received training about suicide prevention?

- YES  - NO  - NEED TO CONSIDER

COMMENTS:

2. Have all staff members been provided with the school protocols?

- YES  - NO  - NEED TO CONSIDER

COMMENTS:

3a. Have trained resource staff members been identified as contacts for when a staff member or student wants to ask about suicidal behavior?

- YES  - NO  - NEED TO CONSIDER

COMMENTS:

3b. Has everyone in the building been informed of who the resource staff members are?

- YES  - NO  - NEED TO CONSIDER

COMMENTS:
4. Do staff members know what to do in the event that they come upon or hear about a suicide incident?
   - YES  - NO  - NEED TO CONSIDER
   COMMENTS:

5. Have the confidentiality guidelines been provided and discussed with all staff members?
   - YES  - NO  - NEED TO CONSIDER
   COMMENTS:

6. Do school protocols guide staff members on what to look for and what to do if they find student work/messages (such as artwork, doodling, homework, term papers, journal entries, or notes) that focus on death or suicide?
   - YES  - NO  - NEED TO CONSIDER
   COMMENTS:

7. Will teachers receive feedback on students whom they refer for an evaluation of suicidal risk?
   - YES  - NO  - NEED TO CONSIDER
   COMMENTS:

8. Do staff members understand that it is not their responsibility to assess the seriousness of a situation but that suicidal behavior must be taken seriously and reported using the school protocols?
   - YES  - NO  - NEED TO CONSIDER
   COMMENTS:

9. Do the protocols inform staff members about what to do if there is any reason to suspect a weapon is present/readily available?
   - YES  - NO  - NEED TO CONSIDER
   COMMENTS:
10. Are procedures in place to brief and debrief staff members in the event of a crisis?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

Parent-related Questions

1. Are opportunities provided for parents/guardians to learn about suicide prevention?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

2. Are there efforts to actively communicate with parents/guardians about risk factors, warning signs, and the importance of restricting access to lethal means?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

3. Have parents/guardians been told what the school is doing to prevent and address the issue of suicide, what will be done if their son or daughter is thought to be at risk of suicide, and what will be expected of them?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:

4. Are parents/guardians provided with a current list of community resources and agencies to contact if they are concerned that their son or daughter is suicidal?
   ○ YES  ○ NO  ○ NEED TO CONSIDER
   COMMENTS:
**Student-related Questions**

1a. Are students educated about suicide and how to help a troubled friend?
   - [ ] YES  [ ] NO  [ ] NEED TO CONSIDER
   COMMENTS:

1b. Does the education include practicing an intervention?
   - [ ] YES  [ ] NO  [ ] NEED TO CONSIDER
   COMMENTS:

2. Do students know whom to go to in the school if they are worried about a suicidal friend?
   - [ ] YES  [ ] NO  [ ] NEED TO CONSIDER
   COMMENTS:

3. Are behavioral health services readily available to youth?
   - [ ] YES  [ ] NO  [ ] NEED TO CONSIDER
   COMMENTS: