Student confidentiality is always maintained, except in 3 circumstances:
- Student is at risk of harm to self (suicide or self-harm)
- Student is at risk of harming others
- Student at risk or is being hurt by others (child abuse)

**RISK OF SUICIDE**
Student expresses suicidal thoughts or feelings. (written/oral)

1. Call the School Social Worker (SSW) for assessment. SSW will meet with student to assess risk.
2. If the SSW is not available, contact the Counselor for assessment.
3. If neither the SSW or Counselor is available, contact Administrator who will contact Child Crisis and/or School Health Programs & ask for the Nurse of the Day.

**RISK OF SELF-HARM**
Student reports self-injurious behavior (written/oral).
- OR-
Teacher/Staff observes self-injurious behavior.

1. Call the School Social Worker (SSW) for an assessment. SSW will meet with student to assess risk.
2. If the SSW is not available, contact the Counselor for assessment.
3. If neither the SSW or Counselor is available, contact the Administrator who will contact School Health Programs & ask for the Nurse of the Day.

**RISK OF HARM TO OTHERS**
Threat to teacher(s)/staff or other students

1. Contact the Administrator or Security immediately.
2. If the Administrator or Security are unavailable, contact the main office or dial XX for support.

**DO NOT LEAVE STUDENT ALONE**

**TIPS and REMINDERS:**
1. Teacher or Administrator is not responsible for conducting the risk assessment.
2. VALIDATE student for seeking support.
3. Trust your gut feeling & seek IMMEDIATE support if something doesn’t seem right.

**IMPORTANT PHONE NUMBERS:**

**On-Campus**
School Social Worker:
Counselor(s):
Administrator:
Main Office:

**Off-Campus**
SFUSD School Health Programs
Nurse of the Day (NOD):
415-242-2615

Child Crisis:
415.970.3800 (24/7)

SF Suicide Prevention Crisis Line: 415-781-0500 (24/7)

Crisis Text Line:
Text "MYLIFE" to 741-741 (24/7)

Huckelberry House
415-621-2929

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