

Home Instruction Protocol for Suicidal Ideation

FOR TEACHERS INSTRUCTING IN THE HOME:

- Do not leave the child alone
- Do not leave the home without reporting suicide ideation to the parent/guardian/chaperone. Call HI Guidance and your Supervisor with the parent/guardian. DO NOT leave a voice message – you must speak with someone.
- **IF CHILD IS PRESENTING IMMINENT DANGER TO SELF:**
 - **CALL 911 IF PARENT WILL NOT.**
 - Once EMS or police arrive get pertinent contact information such as: ID/Police badge number, name, precinct number, precinct phone number, and the name of hospital where child will be taken.
 - Call the Home Instruction Guidance (718)794-7200 press option 1, and then option 2 with the parent present. Please do not leave a voice message –speak to someone directly!
 - Contact your supervisor/coordinator to inform them of the incident and that you have already reported the incident to the Guidance office.
 - Teacher submits an anecdotal to Home Instruction Guidance immediately.
- **IF CHILD IS EXPRESSING SUICIDAL IDEATION:**
 - Inform the parent of what the child said and that, as a mandated reporter, it must be reported.
 - Call the Home Instruction Guidance Office (718)794-7200 press option 1, and then option 2 with the parent present. Please do not leave a voice message –speak to someone directly!
 - Contact your supervisor/coordinator to inform them of the incident and that you have already reported the incident to the Guidance office.
 - Teacher submits an anecdotal to Home Instruction Guidance immediately.

Home Instruction Protocol for Suicidal Ideation

FOR TEACHERS INSTRUCTING OUTSIDE THE HOME:

- **DO NOT LEAVE THE CHILD ALONE UNDER ANY CIRCUMSTANCES.**
- Contact the parent/guardian/emergency contact to inform them of the incident.
- If you are unable to reach the parent/guardian/emergency contact call the Home Instruction Guidance office (718)794-7200 option 1, then option 2- **do not leave a message, speak to someone!**
- Do not leave the child or location until the parent/guardian/emergency contact picks up the child.
- If child refuses to stay in the location, YOU MUST CONTACT 911 IMMEDIATELY! Follow the protocol for calling 911 below.
- **IF CHILD IS PRESENTING IMMINENT DANGER TO SELF:**
 - **CALL 911 IF PARENT WILL NOT.**
 - Once EMS or police arrive get pertinent contact information such as: ID/Police badge number, name, precinct number, precinct phone number, and the name of hospital where child will be taken.
 - Call the Home Instruction Guidance Office (718)794-7200 Option 1, Option 2 with the parent present. Please do not leave a voice message – speak to someone directly!
 - Contact your supervisor/coordinator to inform them of the incident, and that you have already reported to the main office.
 - Teacher submits an anecdotal to HI Guidance within 24 hours.
- **IF CHILD IS EXPRESSING SUICIDAL IDEATION:**
 - Inform the parent of what the child said and that, as a mandated reporter, it must be reported.
 - Call the Home Instruction Guidance Office (718)794-7200 Option 1, Option 2 with the parent present. Please do not leave a voice message – speak to someone directly!
 - Contact your supervisor/coordinator to inform them of the incident, and that you have already reported to the Guidance office.
 - Teacher submits an anecdotal to HI Guidance immediately.