

DEATH OR SUICIDE

A. ASSESS THE SITUATION

EVEN WELL ADJUSTED STUDENTS AND THOSE WHO HAD NO ACQUAINTANCE WITH THE DECEASED ARE OFTEN AFFECTED BY A SUICIDE OR SUDDEN DEATH. SOME WILL NEED TO GRIEVE; MANY WILL JUST WANT TO TALK.

NOTIFY THE
PASTOR(S).

NOTIFY THE OFFICE OF
CATHOLIC SCHOOLS.

REFER TO GUIDANCE COUNSELING
RESOURCE MANUAL (p. 16)

- Assign one person to coordinate the crisis management plan and put it into action. Call Diocesan crisis team (if there is no in-house team).
- Gather information concerning the incident which the parent (or person notifying the school) would like announced to the school.
- Determine the directives of the parents regarding students attend viewing, services, etc.

DEATH OR SUICIDE

B. ANNOUNCING THE LOSS TO THE SCHOOL:

- Notify school personnel before the start of the day.
- Announce prepared statement to student body.
- The announcement to inform the student body of the death should include:
 - Name of student;
 - When death occurred;
 - In non-suicide cases, the cause of death;
 - Funeral arrangements;
 - When/where condolences can be sent;
 - Plans for the day for speaking with counselors, principal, clergy.
- Send a parent communication to provide notice of the death.
- Include name of school contact person for those wishing to offer assistance.