



LCPS After-School Procedures for Responding to Students Who Threaten to Harm Others or Who Make Suicidal Statements

Rationale:

Students are frequently on campus or in buildings for after-school activities when school mental health staff are not present. Adults who sponsor or support these after-school activities, such as coaches and athletic trainers, need to understand how to respond to students who make suicidal statements or threaten to harm others. The goal of this document is to provide guidance to athletic trainers, coaches, and others regarding the recommended actions steps for these situations.

Threats

LCPS has school board policy and regulation surrounding threats to harm others. Regulation 8290 defines a “threat” as an expression of intent to harm someone other than oneself that may be expressed behaviorally, orally, visually, in writing, electronically, or through any other means; and is considered a threat regardless of whether it is observed by or communicated directly to the target of the threat or observed by or communicated to a third party; and regardless of whether the target of the threat is aware of the threat.

“Not a threat” The individual has NOT communicated a threat to harm others or engaged in behaviors that indicate intent to harm others. Example: The individual may have expressed anger (“I hate you!”) or engaged in inappropriate behavior (e.g. slamming doors) but it does not require a threat assessment response.

A **“transient threat”** is a threat that does not express a lasting intent to harm someone, such as figures of speech, temporary feelings, jokes, or rhetorical statements. A transient threat must end in an apology, retraction, or explanation that clearly indicates that the threat is resolved.

A **“serious substantive threat”** is a threat that expresses a continuing intent to assault someone without a weapon and without a likely outcome of significant injury that extends beyond the immediate incident.

A **“very serious substantive threat”** is a threat that expresses a continuing intent to rape, kill, or inflict severe injury requiring immediate medical treatment, or one that involves the use of a weapon.

Procedure

Anyone who believes that a person or situation poses an imminent threat of serious violence shall immediately contact 911, and thereafter the LCPS Safety & Security Operations Center (SOC) at 703-779-8833, and school administration. If a non-imminent threat is made against a student, staff member or school, call the SOC immediately to coordinate a law enforcement response. If a threat is made against a student, staff member, or school, call the SOC immediately to coordinate a law enforcement response. Parents should be notified as soon as practicable.

The reporter should provide their contact information to law enforcement, LCPS Division of Safety and Security and school administration. Local law enforcement may conduct a preliminary investigation of the situation, and communicate these findings and appropriate next steps, such as the necessity of the school-based threat assessment

team to conduct a threat assessment the next business day. One or both of these entities may need to reach out for further information.

The reporter should contact the parents of all student parties involved to make them aware of the situation and that it has been referred to law enforcement, LCPS Safety & Security Operations Center (SOC) and school administration for further assessment.

Send an email ([see template below](#)) to the POC on your Unified Mental Health Team (UMHT) ([see list below](#)) and cc Melanie Stephenson.

Suicidal Statements and Behaviors

Consistent with the Code of Virginia ([22.1-272.1](#)) any school personnel who has reason to believe, as a result of direct communication from a student, that such student is at imminent risk of suicide should contact at least one parent to inquire as to whether they are aware of the student's mental state and inquire about whether the parent wishes to obtain or has obtained counseling for the student.

Procedure

Keep the student under adult supervision until an appropriate disposition can be determined. Because the situation involves a student who has directly communicated imminent suicidal intent, contact with the parent should be made immediately and the student should be supervised until the parent can take responsibility for the student's safety. If the parent cannot be reached, contact LCPS Safety & Security Operations Center (SOC) at 703-779-8833 to make them aware of the situation. [See voicemail template below for guidance.](#)

However, if the student indicates that the reason for being at imminent risk of suicide relates to parental abuse or neglect, contact with the parent should not be made and instead school personnel should call 911 and request the LCSO Crisis Intervention Team Officer.

Additionally, send an email ([see template below](#)) to the POC on your Unified Mental Health Team (UMHT) and cc Jennifer Evans.

Supervise Student: School personnel are responsible for providing adult supervision of the student until their parent or guardian (or emergency contact) arrives to take over and an appropriate plan of action has been established. Further assessments may be recommended based on the severity of the concern.

*LCPS Athletic Trainers should document everything in IMS if EMS was called and in ATS for all other situations.

*For additional questions or concerns please contact Jennifer Evans, Director, Student Mental Health Services, at 703-626-2595

Phone Voicemail Script:

Hello, my name is (insert name here) and I am the Athletic Trainer at (high school). This is not an emergency. Your child is here with me and safe, but it is important that I talk to you as soon as you are available. Your student will stay here until I can reach you or an emergency contact. You can reach me at (insert number here). If I don't hear back from you soon, I will reach out to the emergency contact on your child's contact card.
Thank you

Email Template Script:

(Make sure to cc Melanie Stephenson for "Threats" and Jennifer Evans for "Suicidal Statements and Behaviors")

PLEASE DO NOT INCLUDE DETAILED INFORMATION

Dear (insert your UMHT POC here),

We had a concern raised about student ID #. Their parent/guardian has been notified and they have been referred for additional help. Please contact me at XXX.XXX.XXXX for additional information.
Thank you

School Name	2023-2024 Unified Mental Health Team Point of Contact	2023-2024 Student Resource Officer and contact number
Briar Woods HS	Keisha Jones	Michael Cenate: 571-246-5500
Broad Run HS	Jennifer Kroll	Chris Iversen: 571-919-9472
Dominion HS	Dave Edwards	Andrew Cavo: 703-936-1623
Freedom HS	Suzanne Goldbecker	Jason Gadell: 571-528-2038
Heritage HS	Suzanne Eicholtz	Russ Bolden: 571-919-8587
Independence HS	Jaclyn Smith	Gary Ace: 571-528-1684
John Champe HS	Sophia Khan-Reed & Danielle Corniglio	Andrew Kim: 571-498-3506
Lightridge HS	Christi Campbell	Josh Drahos: 571-918-1792
Loudoun County HS	Dan Croyle	Mike DaRin: 703-771-4500
Loudoun Valley HS	Amy Emery	Matt Vess: 571-528-7955
Park View HS	Kim-Marie Brown	Calvin Whitaker: 571-528-2079
Potomac Falls HS	Sadaf Khan	Mitchell Dively: 571-918-1509
Riverside HS	Noelia Garcia-Gettmann	Josh Goddard: 571-722-8987
Rock Ridge HS	Dallas Swirchak	Mike Baker: 571-246-4860
Stone Bridge HS	Theresa Lichtman	Ramon Rivera: 703-777-1021/571-420-9169
Tuscarora HS	Jennifer Reed	Hayden Groff: 703-718-1026
Woodgrove HS	Heidi Buckner	Chris Horbatak: 703-431-2666

*As of FY 2023/2024