

# Responding to a Self-Harm or Suicidal Act: Risk Management

(For medical emergencies follow your own medical and safeguarding procedures; if it is not a medical emergency or you are following up from a medical emergency follow the pathway below)

**SCHOOL**  
Staff Member

Staff member becomes aware of self-harm issue.

Stay calm and non-judgemental. Try to be empathetic and compassionate. Explain that you will be speaking with the School Self-Harm Link Officer and what will happen next.

Contact the named school Self Harm Link Officer, tell them what has happened, pass on for them to manage from here. Write up notes and file according to school policy. The Link Officer takes responsibility from here.

**SCHOOL**  
School Self Harm Link Officer (SHLO)

School Self Harm Link Officer becomes aware of young person who has self-harmed.

Meet with the young person. Complete the first four questions on the Checklist for Initial Conversations with Young People about Self Harm – follow the guidance attached to the Checklist and use any relevant tools to support this conversation.

Send the Checklist with four sections completed through to CAMHS using the secure electronic system (how to do this will be explained after completion of training)

Ring CAMHS to alert them to the case and check that the Checklist has been received. From here you are responsible for working in collaboration with CAMHS.

**CAMHS**  
Specialist CAMHS Duty Practitioner

CAMHS Practitioner receives the completed Checklist, any additional information from CAMHS is collated.

From here you are responsible for working in collaboration with school. Speak to the School Self Harm Link Officer. Discuss the completed Checklist content and consider the risk together including who needs to be informed at this point.

Advise on risk management and agree how to manage the situation. Guide the Self Harm Link Officer in completing a Safety Plan with the young person.

Write up notes of the joint discussion and agreed actions. Send the completed Checklist and notes back to school using the secure electronic system.

**SCHOOL**  
School Self Harm Link Officer (SHLO)

School Self Harm Link Officer completes the Safety Plan with the young person, after speaking with CAMHS.

Meet with the young person to develop and agree together a Safety Plan. Keep a copy for the school file and give the original to the young person.

**SCHOOL**  
Lead CPO/Senior Leadership Team Member.

Monitor and review plans for individual pupils.

## Key

Step in pathway

Actions

Who is responsible