

The following document has been prepared following requests from school staff in North Ayrshire for a checklist on how to respond to disclosures of self-harm. In recognition of the need to develop consistent practice and in keeping with the Ayrshire multi-agency guidance this tool can be shared Ayrshire wide. Please note that the contents are intended as suggested good practice and are not prescriptive. We would also strongly recommend that all members of staff are familiar with the Ayrshire multi-agency guidance for people working with children and young people at risk of self-harm or suicide - September 2013 (Reviewed September 2015)*.

Confidentiality, Information Sharing and Rights

Ask the pupil if their parents/carers are aware of their self-harm. Explain to the pupil about the importance of sharing this information with their parents/carers and try to obtain their permission to inform their parents/carers. However, in certain situations it may put the pupil at risk if their parents/carers are informed. Therefore, it is important to discuss the matter fully with the pupil and take their opinion into consideration.

We also recommend that you follow the recommendations below from the Confidentiality, Information Sharing and Rights section contained within the Ayrshire Multi-Agency guidance for people working with children and young people at risk of self-harm or suicide.

Information given to staff by the pupil should not be shared with others without the person's permission except in exceptional circumstances.

Such exceptional circumstances will include when:

- **A child is not old enough or competent to take responsibility for themselves.**
- **Urgent medical treatment is required.**
- **The safety and wellbeing of a child or pupil is at risk or there is the possibility of harm to others (for example, child protection or suicide).**
- **There is a serious risk to public health.**
- **By virtue of statute or court order.**
- **For the prevention, detection or prosecution of serious crime.**

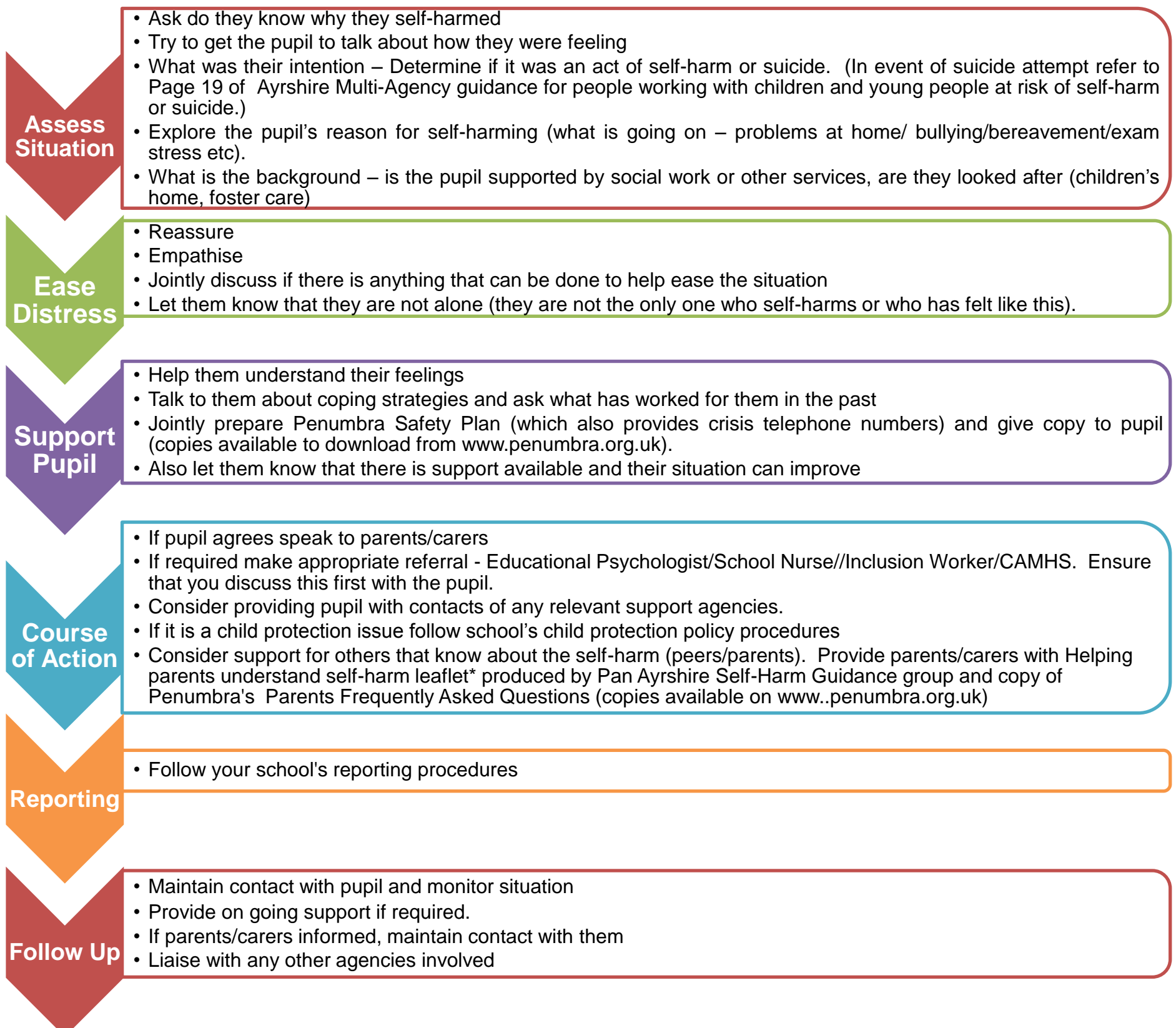
If there is reasonable professional concern that a child may be at risk of harm this will always override a professional or agency requirement to keep information confidential. Staff should tell young people when they may have to share information without their consent.

IN THE EVENT THAT PUPIL SELF-HARMS AT SCHOOL

- Keep Safe:
- Make sure that the pupil is safe. Also ensure your own and any other pupil(s) safety
- If the injury is serious, go straight to the nearest Accident and Emergency Department (A&E)
- If pupil has taken an overdose of tablets, however small, seek advice immediately from medical practitioners or contact A&E. Also inform parents/carers immediately
- Do not leave pupil alone
- Provide first aid if necessary – follow school's first aid policy
- Treat any injuries sympathetically - same as you would with any other type of injury
- Phone NHS 24 for advice if necessary – Tel: 111

IN THE EVENT THAT PUPIL DISCLOSES THAT THEY SELF-HARM

- Speak to pupil privately in a quiet space and ask them about their self-harm



*Copies of Ayrshire multi-agency guidance available from: <https://www.east-ayrshire.gov.uk/Resources/PDF/C/Multi-agency-guidance-for-people-working-with-children-&-young-people-at-risk-of-self-harm-or-suicide.pdf>

Penumbra Safety Plan and Parents Frequently Asked Questions can be downloaded from the North Ayrshire Self Harm Section on our website: <http://www.penumbra.org.uk/service-locations/ayrshire/self-harm-services/>

Copies of "Helping Parents understand self harm leaflet can be downloaded from: <http://www.nhsaaa.net/media/296862/sharmaug14.pdf>