

## **Crisis Checklist PCSD**

Confirm the facts of the crisis with law enforcement

Consult with parents on matters

Hold faculty meeting to establish crisis response plan-keep them informed

Organized and assemble crisis team depending on the nature of the crisis

Inform students of factual information with a student's informant team-made up of school counselor, principal and other. (Counselor will note student's reactions after a pre-designed statement is read by the principal/sheriff) Counselor will have the secretary take names of students that appear to be in crisis.

Counselors and metal health specialist will follow up and be available to facilitate counseling groups and individual counseling as needed on the nature of the crisis.

Be aware of faculty and staff whom may need mental health support

Provided a post crisis meeting with crisis team,, mental health, and individuals who need to process who where greatly effect by the crisis.

Media, Sheriff or superintendent will provide the media with a response that is factual and sensitive to parents on matters of crisis.