

SEE SOMETHING, SAY SOMETHING, DO SOMETHING.

**EMERGENCY/CRISIS LIFE-THREATENING SITUATIONS
CALL 911 FIRST, THEN 636-481-3500, FOR CAMPUS POLICE**

RESPONSE PROTOCOL/WHO TO CONTACT

Follow the chart to determine who to contact when working with a student of concern

Is the student a danger to self or others, or does the student need immediate assistance for any reason?

YES

The student's conduct is clearly an imminently reckless, disorderly, dangerous, or threatening and is suggestive of harm to self or others in the community.

CALL 911 or Campus Police at 636-481-3500

NO OR I'M NOT SURE

The student shows signs of distress, but I'm not sure how serious it is. My interaction has left me feeling uneasy and/or concerned about the student.

If Daytime consultation is needed: Call the Student Compliance Office at 636-481-3215
If After Hours consultation is needed: Call Campus Police at 636-481-3500

NO

I am not concerned for the student's immediate safety, but they are having significant academic and/or personal issues that could use some support or additional resources.

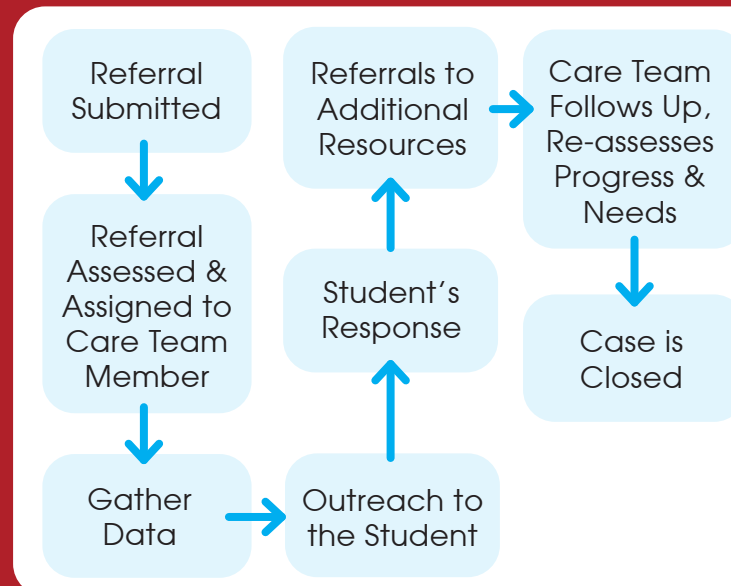
Personal Concern

Academic Concern: Submit an Early Alert, found on the Faculty Tab

Report your concern to the **Care Team** by submitting a **Maxient Incident Report** found in the Faculty, Staff, and Vikings Care Tabs in MyJeffco.

THE CARE TEAM AT JEFFERSON COLLEGE

is a cross-functional team whose purpose is to assist in identifying, assessing, and evaluating student wellbeing and concerning student behaviors in a trauma-informed way. The Care Team designs intervention and outreach to promote individual safety, community safety, and student success to support an inclusive environment. The Care Team may also identify patterns of behavior that might suggest the need for ongoing or additional intervention. Connecting students with individualized resources, support, and accountability is at the core of Care Team interventions.



Please understand that reporting not only helps support students, but also helps the Care Team know the extent of the concerning behaviors that may be happening elsewhere on campus. It also serves as documentation that the College activated appropriate protocols to address concerning behavior that may have safety implications for individuals and the campus community.

AT TIMES, Jefferson College students may feel alone, isolated, and even hopeless when faced with academic and life challenges. These feelings can easily disrupt academic performance and may lead to dysfunctional coping and other serious consequences.

YOU MAY BE THE FIRST PERSON TO SEE SOMETHING concerning about a student's behavior since you have frequent and prolonged contact with them. Trust your instincts and **SAY SOMETHING** if a student leaves you feeling worried, alarmed, or threatened! By making the choice to **DO SOMETHING**, your expression of concern may be a critical factor in saving a student's academic goals or even their life.

RESOURCES AND TIPS

SAFETY FIRST: The welfare of our students and our campus community is top priority when a student displays potentially violent or suicidal thoughts or behaviors. Do not hesitate to call for help.

ESTABLISH CLEAR EXPECTATIONS: Doing this can help prevent conflicts from arising. Discuss your expectations for student work and appropriate classroom communication.

BE CONSISTENT: Review expectations at the start of class and remind students periodically, especially if you observe behavior inconsistent with expectations.

BE PROACTIVE: Engage students early on and encourage them to connect with resources.

BE DIRECT: Ask students directly if they are under the influence of drugs or alcohol, feeling confused, or having thoughts of harming themselves or others.

LISTEN SENSITIVELY AND CAREFULLY: Use a non-confrontational approach and a calm voice. Listen to what the student is saying, let them talk more than you, avoid judgement, reflect back what you heard for accuracy, and express your concern.

FOLLOW THROUGH: Do your best to ensure that the student is connected with the resource. Connect students to resource by calling ahead or walking with them.

CONSULTATION & DOCUMENTATION: Always consult with your direct supervisor after any incident and document as appropriate.

An example of beginning a dialogue with a student might sound like:

"Sounds like you are really struggling with _____. Many students find it helpful to talk with someone who is outside of the situation. I want to help you get the help you need and deserve."

SELF CARE

Supporting students can take a toll on your own well-being.

Talk with your supervisor for support and/or the EAP PAS offered through the HR Department.

jeffco.edu/human-resources



NEVER PROMISE CONFIDENTIALITY: Unless you are a clinician or survivor advocate, you cannot guarantee confidentiality.

THIS FOLDER is designed to assist faculty and staff in **recognizing and supporting students of concern**. What is a Student of Concern? A student whose **academic progress or functioning in the college environment is adversely affected due to a number of indicators outlined below** that are impacting **their well-being and/or the well-being of others**.

INDICATORS OF CONCERN

ACADEMIC

Sudden decline in quality of work

Repeated absences

You find yourself assisting more with personal rather than academic needs

Missed or late arrival to class/work

Bizarre content in writing or presentations including themes of extreme hopelessness, rage, worthlessness, isolation, despair, acting out, suicidal ideations/violent behaviors

PHYSICAL

Excessive fatigue/sleep disturbance

Intoxication, hang-over, or smelling of alcohol

Disoriented or "out of it"

Poor hygiene

Change in weight- loss or gain

Recurring physical complaints

CHANGES IN BEHAVIOR

Withdrawal or isolation

Loss of interest or pleasure in activities

Increased alcohol or substance use

Irritability or anger

UNMET BASIC NEEDS

Lack of housing

Food insecurity

Financial struggles

PSYCHOLOGICAL

Guilt or worthlessness

Sad, anxious, empty mood or mood swings

Self-disclosure of personal distress-family problems, contemplating suicide, grief

Excessive tearfulness, panic reactions, irritability or unusual apathy

Arrogant, entitled, rude, or disrespectful

Frequent interruption and/or asking non-relevant, off-topic questions

Delusions or paranoia or rambling

SAFETY RISK

Unprovoked anger or hostility

Self-injurious behavior

Implying or making a direct threat to harm self or others

Verbal abuse (e.g. taunting, badgering, intimidating)

Bullying and teasing behavior

Throwing objects or slamming doors

ON CAMPUS RESOURCES

Academic Concerns	636-481-3286
Alcohol & Drug Program	jeffco.edu/echeckup
Arnold Campus	636-481-3230
Behavioral Concerns	636-481-3262
Campus Police	636-481-3500
Disability Support Services	636-481-3169
Diversity Support	jeffco.edu/Diversity/Support
First Year Experience Information & Resources	jeffco.edu/FYE
On-Campus Advocate (Sexual & Interpersonal Violence)	636-481-3267
Project SUCCESS	636-481-3284
Sexual and Interpersonal Violence Prevention and Education Program (SPARC)	jeffco.edu/SPARC
Suicide Prevention Training	asklistenrefer.org/jeffco
Student Conduct	636-481-3262
Title IX (Sexual Harassment, Sexual and Interpersonal Violence, and Stalking)	636-481-3258
Vikings Care (Student Wellness Initiatives)	jeffco.edu/vikings-care

PROHIBITION POLICY AGAINST DRUG AND ALCOHOL ABUSE

Jefferson College intends to provide a drug free, healthful, and safe educational environment for students and other members of the College community. Jefferson College also recognizes drug/alcohol dependency to be an illness presenting major health problems ranging from temporary disorientation to permanent organ damage or death.

SEXUAL ASSAULT, INTERPERSONAL RELATIONSHIP VIOLENCE, STALKING, & SEXUAL HARASSMENT

Jefferson College is committed to providing an educational, working, and living environment free of any form of sex discrimination and harassment. The College is unable to take actions to address sex discrimination and harassment if the actions are not reported to the appropriate parties. Therefore, all employees of the College, unless specifically designated as a Confidential Reporting Source for Title IX, are required to report any form of sex discrimination and harassment, including sexual assault, stalking, and relationship violence, to the Title IX Coordinator. For more information or to submit an incident report, please visit www.jeffco.edu/titleix

WHAT ABOUT PRIVACY?

The Family Education Rights and Privacy Act (FERPA) permits communication about a student in connection with a health and safety emergency. Observations of a student's conduct or statements made by a student are not educational records or FERPA protected. Such information should be shared with consideration of student privacy.

COMMUNITY RESOURCES

Local Crisis Hotline (BHR)	314-469-6644 1-800-811-4760 314-469-3638 (TTY)
Child Abuse/Neglect Hotline	1-800-392-3738
COMTREA (Jefferson County)	636-931-2700
COMTREA's Safe Place (Domestic Violence Shelter)	1-878-266-8732
MO Crisis Hotline for Hearing Impaired	1-800-380-3328 (TTY)
St. Louis Queer+ Support Hotline	314-380-7774

NATIONAL RESOURCES

Text Crisis Line	"HELLO" (741-741)
Crisis Drug Abuse Hotline	1-800-787-7505
Help-Line for Self-Injury	1-800-366-8288
National Domestic Violence Hotline	1-800-799-SAFE (7233) 1-800-787-3244 (TTY)
National Sexual Assault Hotline	1-800-656-HOPE (4673)
National Suicide Crisis Line	1-800-273-TALK (8255)
Stalking Resource Center	1-202-467-8700
Trevor Lifeline for LGBTQ	1-866-488-7386
Veterans Crisis Line	1-800-273-8255, press 1 Text: 838255