



SOS Planning Checklist

Review all implementation guidance in the SOS Resource Library at library.sosignsofsuicide.org and then utilize this planning checklist to track key steps.

Plan Classroom Logistics

- ☐ Determine which classes will include an SOS lesson.
- ☐ Schedule dates/times/class periods for SOS lessons.
- ☐ Determine faculty/staff who will teach the lessons.
- ☐ If needed, determine an alternate location for any students not participating.

Prepare Classroom Facilitators

- ☐ Share your school's goals for suicide prevention, and why SOS for Students is a part of your efforts including program goals and safety information.
- ☐ Provide detailed instructions for which lesson(s) facilitators will teach along with access to all classroom teaching materials.
- ☐ Allocate planning time for teaching staff to review and prepare materials.
- ☐ Provide school-based and community resources for classroom facilitators to share during the lesson.
- ☐ Determine a plan for student follow-up and instruct facilitators to customize lesson script and exit slip accordingly.

Prepare All School Staff

- ☐ Provide all staff with basic guidance to recognize signs of suicide and respond to students in need. Distribute your school's suicide prevention crisis protocol and any additional materials.
- ☐ Consider additional staff education such as the interactive, one-hour, online SOS for K-12 School Staff training.

Prepare Families & Students

- ☐ Share the SOS Public Parent Page sossignsofsuicide.org/parents. If permission is required in your school/district, follow process.
- ☐ Determine any additional parent resources (live presentation, handout) you will share.
- ☐ Also, inform students about the lesson in advance and provide the opportunity for them to raise questions or concerns.
- ☐ Meet with students and parents who raise concerns about the program or are known to be at risk to determine how/whether they will participate in the lesson.

Plan Individual Student Support

- ☐ Schedule staff to meet with students requesting support following the lesson.
- ☐ Review guidance for school-based mental health staff/administrators providing support for students at risk for suicide.
- ☐ Prepare staff for effective engagement to discuss student concerns and make referrals.

Consultation & Support

Contact the SOS team at sosinfo@riversidecc.org for additional guidance and support.