

Responding to Critical Incidents

Contingency Plan

Youthreach Kiltimagh

Critical Incident Team

(Please see Critical Incident Policy for detailed information of roles)

Role	Name	Telephone number (home and mobile)
Team Leader	Geraldine Doherty	087 1328931
Garda Liaison	Geraldine Doherty	087 1328931
Staff Liaison	Geraldine Doherty	087 1328931
Learner Liaison	Mary O' Connell	087-2209797
Parent Liaison	Adrian Mangan	087 2953166
Community Liaison	Adrian Mangan	087 2953166
Media Liaison	VEC Officer	094 90 24188
Administrator	Geraldine Doherty	087 1328931

Short term actions – Day 1

Task	Name
Gather accurate information: Who, what, when, where?	Geraldine Doherty
Convene a CIT meeting – specify time and place clearly	Geraldine Doherty
Contact external agencies where necessary	Adrian Mangan
Arrange supervision for learners	Geraldine Doherty/Mary O' Connell
Hold staff meeting	Geraldine Doherty-All staff
Agree schedule for the day	Geraldine Doherty
Inform learners –(close friends and young people with learning difficulties may need to be told separately)	Mary O' Connell
Compile list of vulnerable learners	Mary O' Connell
Contact/visit the bereaved family	Geraldine Doherty/Adrian Mangan
Prepare & agree media statement and deal with media	Mr Cormac Hanlon, Adult Education Officer
Inform parents	Geraldine Doherty/Adrian Mangan
Hold end of day staff briefing	Geraldine Doherty

Medium term actions - (Day 2 and following days)

Task	Name
Convene a CIT meeting - review the events of day 1	CI Team
Meet external agencies	Adrian Mangan
Meet whole staff	Geraldine Doherty
Arrange support for learners, staff, parents	Mary O' Connell
Visit the injured	Geraldine Doherty/Adrian Mangan
Liaise with bereaved family regarding funeral arrangements	Geraldine Doherty/Adrian Mangan
Agree on attendance and participation at funeral service	Geraldine Doherty
Make decisions about Centre closure	MSL ETB

Follow-up – beyond 72 hours

TASK	NAME
Monitor Young people for signs of continuing distress	Mary O' Connell and staff team
Liaise with agencies regarding referrals	Adrian Mangan
Plan for return of bereaved	Geraldine Doherty
Plan for giving of 'memory collection' to bereaved family	Fiona Farragher
Decide on memorials and anniversaries	MSL ETB, Staff and parents
Review response to incident and amend plan	MSL ETB and Staff

Emergency Contact List

(To be displayed in staff-room, Centre office and Coordinator/Manager's office etc)

AGENCY	CONTACT NUMBERS
GARDA	094 938122
HOSPITAL	094 90 21733
FIRE BRIGADE	999
LOCAL GPS	Kiltimagh Medical Centre 094 9381000
Social Worker	094 9252880
Family Centre, Castlebar	094 90 25900
Youth Diversion Project, Claremorris	TBC
Ballard House Galway/CAMHS	091 580100 / 091 548922/ 094 9028464
Pieta House	01-6010000
HSE/Community Care Team/ Family Centre	094 95 41380
Psychologist/ Counsellor	Mary O'Connell – 087 2209797
DES	09064 42700
NEPS	Unit 1, Humbert Mall, Castlebar – 0761-108765
Senior Psychologist, (NEPS) National Coordinator for Guidance, Counselling and Psychological Services	Mary Gordon 01-8892791
Parish priest/ Clergy	Fr Michael Quinn 094 9381198
State Exams Commission	09064 42700
National Co-ordinator	Mr. Gerry Griffin 065-6828930
MSL ETB Main Office	094 90 24188
MSL ETB Adult Education Officer	Mr Cormac Hanlon
Main Switch Number	094-9381338
Centre Mobile Number	086-0360608

Note

NEPS has identified the following resources that Centres may find helpful. However, all materials should be reviewed at Centre level, to ensure that they conform to Centre ethos and policy before use.

All regional resources have not been listed. Centres are advised to link with the local HSE and suicide prevention officers for up-to-date information on resources and training. Contact details for HSE and Suicide Prevention Officers may be found on the relevant HSE and NOSP websites.

Resources suitable for consultation or for working with teenagers

Deliberate Self-harm in Adolescence.

Claudine Fox and Keith Hawton. (2000).

Publisher: Jessica Kinglsey.

Healing Your Grieving Heart for Teens: 100 practical ideas.

Alan D. Wolfelt. (2001).

Publisher: Companion Press.

Resources for children with learning disabilities

Loss and Learning Disability.

Noelle Blackman. (2003).

Publisher: Worth Publishing.

Guidebook on Helping Persons with Mental Retardation Mourn. The Everlasting Things in Life and Death.

Jeffrey Kauffman. (2005).

Publisher: Baywood Publishing Company.

Resources Used in Schools

Coping with a Major Crisis.

City of Dublin VEC Psychological Services.

When Something Terrible Happens...

City of Dublin VEC Psychological Service.

The Hospice Pack: A resource pack for teachers. Hospice and Palliative Care for Citizenship PSHE/PSD. (2003).

Publisher: London: Help the Hospices

Death and Dying: A Resource Pack.

Noirin Hynes and Margarita Synott.

Available from the Marino Institute of Education.

Suicide Prevention in Schools: Best Practice Guidelines. Irish Association of Suicidology,

National Suicide Review Group (2002).

Connaught Telegraph, Castlebar.

Suicide Bereavement and Loss: Perspective and Responses.

Luke Monaghan (1999).

Echoes of Suicide

Siobhan Foster Ryan and Luke Monaghan (2001).

A Student Dies, a School Responds

Mid-Western Health Board (2001)

Resources for counsellors, teachers and other professionals

Implementing mental health promotion (2006)

Barry, M and Jenkins, R.

Publisher: Elsevier, Oxford

Healing a Child's Grieving Heart for Kids: 100 practical ideas for families, friends and caregivers.

Alan D. Wolfelt. (2001).

Publisher: Companion Press.

Resources on Suicide

Echoes of Suicide.

Siobhan Ryan and Luke Monahan. (2001).

Publisher: Veritas, Dublin.

A Special Scar: The experience of people bereaved by suicide.

Alison Wertheimer. (2001).

Publisher: Brunner-Routledge, Philadelphia.

Reach Out: National Strategy for Action on Suicide Prevention (2005) www.hse.ie/en/publications

Young People's Mental Health: A report of the results from the Lifestyle and Coping Survey, (2004)

Publisher: National Suicide Research Foundation.

Suicide Awareness: an information pack for post-primary schools (2003).

South Eastern Health Board.

ASIST training: ASIST (Applied Suicide Intervention Skills Training) is a two-day interactive workshop in suicide first-aid. It is suitable for all kinds of caregivers - health workers, teachers, community workers, Gardaí, youth workers, volunteers, people responding to family, friends and co-workers. It is free of charge. If you'd like to make a difference in your community, come to ASIST and learn how to help. Information can be obtained on the website of the National Office for Suicide Prevention www.nosp.ie

Useful websites

The **Social, Personal and Health Education Support Service** (Post-Primary), based in Marino Institute of Education, supports the implementation of SPHE at Post Primary Junior Cycle level. For further information or assistance contact the [SPHE support team](#) in your region. Contact details can be found on www.sphe.ie. This site also lists a wide range of resources for schools

The **National Office for Suicide Prevention** (NOSP) was established to oversee the implementation of 'Reach Out' the National Strategy for Action on Suicide Prevention and to co-ordinate suicide prevention efforts around the country. The NOSP works closely with the HSE **Suicide Prevention Officers**. Up-to-date contact details for suicide prevention officers can be found on the NOSP website www.nosp.ie

The **Irish Association for Suicidology** (IAS) sets out to be a forum for all individuals and voluntary groups involved in any aspect of suicidology for the exchange of knowledge gained from differing perspectives and experiences.

www.ias.ie

Irish Hospice Foundation - www.hospice-foundation.ie

[Resources and support for those dealing with](http://www.papyrus-uk.org) suicide, depression or emotional distress, particularly teenagers and young adults.
www.papyrus-uk.org

A national charity committed to improving the mental health of all children and young people.

www.youngminds.org.uk

Spun Out: www.spunout.ie

This is an Irish website covering all aspects of health, lifestyle, culture and craic. It's an online youth information centre, a magazine, a health clinic, a contact directory, a youth media forum a take action initiative, a community building place and lots more.

Youth: www.youth.ie

A site that focuses on issues relating to youth in Ireland today.

Reach Out! : www.reachout.com.au An Australian site that helps young people through tough times

Mental Health Ireland www.mentalhelathireland.ie Mental Health Ireland aims to promote positive mental health and to actively support persons with a mental illness, their families and carers by identifying their needs and advocating their rights.

Gay switchboard: www.Gayswitchboard.ie/

Non-judgemental information and support

Help lines

Remind young people that if they need someone to talk to, at any time of the day or night, they can ring either:

Childline: 1800 666 666 (Free calls)

The Samaritans: 1850 60 90 90 (Local call cost)

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