



## Jordan School District SafeUT Instructions

Please email any updates or changes to the SafeUT Dashboard to [mckinley.withers@jordandistrict.org](mailto:mckinley.withers@jordandistrict.org)

**Tips** – Schools are expected to follow up on every tip received from SafeUT on a reasonable timeline. The majority of tips are either forwarded during school hours or batched for 7am. It's best to leave follow up notes in the Dashboard or assign the tip to ensure that documentation of the school's follow up takes place.

### After Hours Tips and Calls

- All **emergent after hours calls** for Jordan School District will go through the following prioritization until someone is reached: 1) Health and Wellness On-Call Phone – 801-567-8400 2) McKinley Withers 3) AOS assigned to your school 4) Local School Administration
  - The individual who receives the after-hours call will work with SafeUT to provide necessary information for intervention (i.e. address, phone numbers). If there is a need for the school to be informed, the on-call individual will then relay what happened to the assigned AOS or other administrator who will follow up with the school. Details of the incident and intervention will be forwarded with the tip when it is sent.
- **Tip notifications are no longer sent outside of school hours.** Individuals with access to the Dashboard may still review tips as they come in, but all notifications will be batched for 7am or sent during school hours.

### Email template that could be sent as a follow up to SafeUT Tips/Calls

"I am sending this message as a follow-up to our conversation about our concern for your child because of a tip that was anonymously left through the SafeUT app. We would like you to have information about some community resources that may be a support to your family.

As you talk to your child about the information you've received, we encourage you to understand how they are feeling about the situation so that you are able to support them. Information on available community resources, tips on talking with your child, as well as suicide prevention information can be found at [wellness.jordandistrict.org](http://wellness.jordandistrict.org).

If you determine that there is an immediate need for crisis support, the **UNI Mobile Crisis Outreach Team and Crisis Line** can be reached at **801-587-3000**. This crisis line can also be reached through calls and texts through the **SafeUT App**.

Salt Lake County Youth Services also provides **immediately available, free crisis counseling** by phone or in person through their Juvenile Receiving Centers. This service does not require an appointment and is available 24/7.

**Salt Lake Juvenile Receiving Center:** 177 W Price Avenue, South Salt Lake, Open 24/7 - (385) 468-4500  
**West Jordan Juvenile Receiving Center:** 8781 South Redwood Rd. Building #3, West Jordan, Open Monday - Friday 8AM-8PM – (385) 468-4610

Please contact \_\_\_\_\_ during school hours for follow-up on available supports."