

PUPIL PERSONAL DEVELOPMENT SERVICES
3 Charlemont Place • The Mall • Armagh • BT61 9AX
Tel: 028 3751 2200 • Fax: 028 3751 2599
Email: selb.hq@selb.org • Website: www.selb.org



Our Ref: 0012312

13 February 2007

To: Principals of all Nursery, Primary, Special and Post-Primary Schools

SELB CRITICAL INCIDENT RESPONSE TEAM

Dear Principal

The Board is conscious of the need for schools to be prepared for critical incidents. To date support for schools has included INSET training and support to specific schools.

As a further response to this identified need the Board has established a Critical Incident Response Team. The Team is made up of officers representing various disciplines co-working as and when needed. Members of the Team work on a geographical basis. The attached leaflet and poster provide information about the work of the SELB Critical Incident Response Team.

We suggest that copies of this poster are placed on staffroom notice boards, general office and a copy given to the Pastoral Care Co-Ordinator for their information.

If you require any further information or have any questions you may contact someone from the Critical Incident Response Team on:



(028) 3751 2515

email: cirt@selb.org

Further copies of this poster and leaflet can be downloaded from www.selb.org/ppds/webpages/critical.htm.

Yours faithfully

Philomena Mc Dermott

Philomena McDermott (Mrs)
Assistant Senior Education Officer (Across WELB & SELB)
Children & Young People's Services

PMcD/vg

Tel: (028) 3751 2442/2515

Fax: (028) 3751 2559

Encs

The Critical Incident Response Team

The Critical Incident Response Team can provide advice and/or support to the school in relation to the immediate management of a critical incident.

As a Team we can offer:

- ◆ Support for individual pupils and groups
- ◆ Training for school staff in developing a Critical Incident Policy

Contact Details:

Tel: 028 3751 2515
email: cirt@selb.org

SELB Headquarters
3 Charlemont Place
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Armagh BT61 9AX



Crisis Intervention: Psychological or Emotional First Aid

1. **A calm, reassuring approach** is an antidote for **anxiety**
2. **Structure** is an antidote for **chaos**
3. **Thinking** is an antidote for **dysfunctional emotions**
4. **Emotional release** is an antidote for **psychological frustration and tension**
5. **Information** is an antidote for **loss of control**
6. **Acceptance and social support** are antidotes for **alienation**
7. **Action** is an antidote for **helplessness**



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Critical Incident Response Team

Supporting Schools in Times of Crisis



What is a Critical Incident?

A critical incident can be defined as a sudden and unexpected event that is distressing to the school community.

The best preparation which schools can make is to have their own Critical Incident Policy and Procedures in place. This will enable them to mobilise their resources promptly and effectively. Ideally, schools will have their own critical incident team with each member having clearly defined roles and responsibilities.

Training is available to support schools develop their Critical Incident Policy and Procedures.

The Critical Incident Response Team

The Critical Incident Response Team (CIRT) can provide advice and/or support to the school in the aftermath of a critical incident.

The SELB Critical Incident Response Team includes a range of personnel from SELB Support Services:

- Behaviour Support Team & EOTAS
- Educational Psychology Service
- Education Welfare Service
- Health & Welfare Services
- Pupil Personal Development Services

As a Team our aim is to provide:

- Assessment of need
- Information and guidance
- Advice and support
- Training for school staff

How we respond ...

Immediate response following contact from school

We will provide advice to Senior Management Team in relation to the immediate management of the situation.

Initial Support

Support to members of the school community which may result in work with:

- Small or large groups of pupils
- Individual pupils
- School staff

Follow up Support

Where longer term needs are identified, the Critical Incident Response Team will provide advice and support. This may include referral to other Board services and/or external agencies.