

3Ts safeTALK: GUIDELINES

safeTALK, or "Suicide Alertness for Everyone," is an internationally recognised half-day training programme designed to increase suicide alertness. It prepares participants to recognise signs of suicidal thoughts and connect individuals to the appropriate resources & specialist support. Participants are empowered to actively help prevent suicide.

Before we begin planning your 3Ts safeTALK session, please review the guidelines below. Kindly complete this booking form to confirm your group workshop. Once confirmed, 3Ts will issue you with an online booking system link for participants to book their place on your workshop.

A Few Key Guidelines

- **Participant Mix:** Groups can include various age groups, demographics, & genders. However, in higher education settings, we recommend keeping student & staff groups separate as mixing can sometimes inhibit participation.
- **Numbers:** The training is available for groups of 12 to 30 participants.
- **Booking System:** Participant bookings are made online via a dedicated link or QR code. Please notify us in advance of the venue and room details so we can include these in the online booking system.
- **Informing Participants of Nature of Training:** it is important that participants are fully informed of the nature of the training. This is clearly outlined in the online booking system.
- **Health & Safety:**
 - **Emotional Supports:** Inform us of any emotional support services available within your organisation. We will include these in a "Keepsafe Resource" provided to participants. Please also share any procedures or pathways to care for participants who may need support, such as access to counsellors or Employee Assistance Programmes (EAPs).
 - **Community Resource Support Person:** We require a designated 'support person' to be present throughout the training. This person should be trained in ASIST, counselling, or another relevant support role; other suitable candidates may be a nurse, mental health first aider or pastor. They should be able to provide basic support and referrals for participants in distress and will also participate in role-plays during the training.
 - **Role-Play:** Role-play is a key part of the training. The community resource support person will be involved in role-play scenarios alongside the trainer.
 - **Participants in Distress:** If a participant discloses emotional distress or requests support, the 3Ts facilitator will assist them. If necessary, the community resource support person will also provide support, ensuring confidentiality unless further disclosure is deemed necessary by 3Ts.
 - **COVID-19 Guidelines:** Participants must follow any prevailing COVID-19 guidelines, and the venue must be well-ventilated.
 - **Pre-existing Conditions:** Please inform 3Ts in advance of any known mental health conditions within your group (e.g., self-harm, bereavement, depression, etc.) that could be relevant to the training.
- **Age Restrictions:** SafeTALK is not suitable for individuals under 18 years of age.
- **Suicide Bereavement:** SafeTALK training is not suitable anyone bereaved by suicide in the past 12 months.
- **Refreshments:** As safeTALK can be emotionally challenging, we ask that organisations provide tea/coffee and a snack for a break during the training.
- **Publicity/Social Media:** Occasionally, we share news of safeTALK workshops in newsletters, on our website, and via social media. If you prefer your organisation's name not to be published, please indicate this on your form.

Data Protection

- **Data Collection:** 3Ts collects data from safeTALK participants to help improve the programme.
 - Participants complete an online booking form that includes demographic information.
 - At the end of the workshop, participants are asked to complete a confidential feedback form.
- This data is anonymised by 3Ts before being reported to the National Office for Suicide Prevention (NOSP) to assist with programme development and quality control. No personal identifying information is shared.
- **Disclosure During Workshops:** Any disclosures made during the workshop will remain confidential unless further disclosure is deemed necessary by 3Ts in the interests of participant safety.