

Earlscliffe (Sussex Summer Schools Ltd)

RESTRAINT POLICY

Statement of Policy on Use of Restraint

1 Introduction

1.1 This policy is based on DfE guidance and various county councils' guidance in this matter

1.2 Earlscliffe recognises that there is a need, reflected in common law, to intervene when there is an obvious risk of safety to its students, staff and property.

1.3 Earlscliffe is committed to ensuring that all our staff and adults with responsibility for student safety and welfare will deal professionally with all incidents involving aggressive or reckless behaviour. If physical restraint is used at all it will be in the context of a respectful, supportive relationship with the student. We will always aim to ensure minimal risk of injury to students and staff.

1.4 This policy applies to all our staff

1.5 This policy will be reviewed annually

1.6 The staff member with responsibility for advising on the implementation of this policy is the Head Teacher

2 Expectations

2.1 The best practice regarding physical intervention outlined below should be considered alongside other relevant policies in the college, specifically those policies involving behaviour, bullying, Safeguarding and health and safety.

2.2 In the following situations staff must judge whether or not physical intervention would be reasonable or appropriate:

committing any offence,

causing personal injury to, or damage to the property of, any person (including the student himself), or

prejudicing the maintenance of good order and discipline at the college or among any students receiving education at the college, whether during a teaching session or otherwise.

This judgement will take into account the circumstances of the incident. All staff should be aware that the use of physical intervention in response to a clear or developing danger of injury will always be more justifiable than the use of force to prevent damage or misbehaviour.

2.3 Our staff will view physical intervention or restraint of students as a **last resort to maintaining a safe environment**. If students are behaving disruptively or anti-socially, every effort will be made to manage behaviour positively to prevent a deterioration of the situation and to restore a safe, secure environment.

2.4 Our staff will understand the importance of listening to and respecting students to create an environment that is calm and supportive especially when dealing with students who may have emotional and behavioural needs that may increase their aggression.

2.5 All our staff will understand the importance of responding to the feelings and well-being of the student, as well as to the behaviour itself.

3 Our Practice Regarding Specific Incidents:

3.1 Staff intervening with students will seek assistance from other members of staff as early as possible, since single-handed intervention increases the risks of injury to both parties and does not provide a witness.

3.2 All staff who become aware that another member of staff is intervening physically with a student will have responsibility to provide a presence and to offer support and assistance should this be required.

3.3 Before intervening in a non-emergency, consideration will be given to whether or not other staff are available to assist.

3.4 Where possible, staff who have not been involved in the initial confrontation leading up to an incident may be in a better position to intervene or restrain the student if this proves necessary. Staff should support colleagues by offering to take over the role of holding to minimise stress.

3.5 A student's behaviour may be adversely affected by the presence of an audience. Wherever possible, the audience will be removed, or if this is not possible, the student will be removed from the audience. The student and member(s) of staff will withdraw to a quiet, but not completely private, place (eg two members of staff should be present or a door left open so that others are aware of the situation).

3.6 Staff will be aware of the need to tell the student being restrained, in a calm and gentle manner, that the reason for the intervention is to keep the student and others safe. Staff will explain that as soon as the student calms down, he/she will be released.

3.7 All staff should be supported by a back-up system to enable staff to call for help in emergencies (eg a member of staff will give an instruction to a bystander student to take to the Admin Office. The instruction indicates to staff that help is required urgently).

4 Physical Intervention/Restraint Approaches which can be regarded as reasonable in appropriate circumstances

The following approaches are regarded as reasonable in appropriate circumstances.

- a. standing between student;
- b. blocking a student's path;
- c. leading a student by the hand or arm;
- d. ushering a student away by placing a hand in the centre of the back;
- e. in more extreme circumstances, using appropriate restrictive holds, which may require specific expertise or training

5 Holds to be avoided except for the most extreme circumstances

The following holds must **not** be used other than in the most extreme emergency. This is when emergency action is needed to prevent the risk of **serious** injury or loss of life (eg to prevent a student running into a busy road or to stop an extremely violent assault on one student by another).

holding a student around the neck, or by the collar, or in any other way that might restrict a student's ability to breathe; holding a student face down on the ground; slapping, punching or kicking a student; twisting or forcing limbs against a joint; holding a student by the hair or ear; or tripping a student

6 Recording an Incident

6.1 All incidents that result in non-routine/emergency interventions will be recorded in detail.

6.2 Notes will be made immediately following, or as soon as possible after the incident (ie before the end of the day of the incident) by the staff member involved in the original incident, in the Use of Restraint Record book provided in the Head Teacher's office

6.3 Notes will also be made in the same way by any other members of staff involved (ie as witnesses or additional providers of support). The notes will be signed and dated on the same day.

6.4 The notes must contain the following information:

the name(s) and the job title(s) of the member(s) of staff who used reasonable force

the name(s) of the student(s) involved

when and where the incident took place

names of staff and students who witnessed the incident

the reason the force was necessary

the progress of the incident. Include details of:

- behavior of the student which led up to the incident

- any attempts to resolve the situation

- what was said by staff and students

- the degree of force used

- how it was applied

- how long it was used for

the student's response and the eventual outcome

details of any injuries suffered by either staff or students

details of any damage to property

details of any medical treatment required (an accident form will be completed)

details of any follow-up, including contact with the parents/carers of the student(s) involved

any other relevant details eg the involvement of any other agency

6.5 Student witnesses may also be asked to provide a written account if appropriate.

6.6 These notes should be kept in the student's file.

7 Post Incident Support

7.1 We will ensure that the student and the member of staff have immediate access to first aid for any signs of injury. This must be recorded. .

7.2 Where any injury has occurred, we will complete a Health and Safety Incident Form

8 Training Needs of Staff

8.1 At least one member of our staff will attend relevant training on physical restraint and will keep this training updated in order to cascade this best practice to staff at Earlscliffe (SSS) Inset sessions

9 Authorisation of Staff to Use Physical Restraint

9.1 We recognise that most of the time physical restraint will be used infrequently, that is, as a last resort to maintaining a safe and secure environment.

9.2 Although, under Section 550A of the Education Act 1996, all our teaching staff are, by the nature of their roles and their duty of care, authorised to use 'force as is reasonable in the circumstances for the purpose,'

10 Arrangements for informing parents

Parents/carers/teachers and students will be informed of the college's policy regarding physical restraint through this policy statement's inclusion in all relevant Handbooks.

11 Responding to Complaints

11.1 If a parent/carer or student is concerned about any aspect of the management of an incident requiring physical intervention, he/she should inform the Head Teacher of their concern.

If the concern relates to action by the Head Teacher, the parent/carer should contact the Deputy Head and follow the normal school complaint procedures.

12 Review of Policy

This policy will be reviewed annually, or earlier if any changes are indicated at national or local level.