

Beech House Infant School

Care and Control Policy

(Including physical restraint)

The use of positive handling to manage physically challenging behaviour

1 Introduction

The policy should be read in conjunction with other school policies relating to interaction between adults and pupils (for example, the Staff Behaviour Policy, Safeguarding and Child Protection Policy and the Behaviour Management policy).

The policy has been prepared for the support of all teaching and support staff who come into contact with pupils and for volunteers working within the school to explain the school's arrangements for care and control. Its contents are available to parents and pupils.

2 Purpose of policy

Good personal and professional relationships between staff and pupils are vital to ensure good order in our school. It is recognised that the majority of pupils in our school respond positively to the school behaviour code and follow staff directions. This ensures the well-being and safety of all pupils and staff in Beech House Infant School. It is also acknowledged that in exceptional circumstances, staff may need to take action in situations where the use of reasonable force may be required.

Every effort will be made to ensure that all staff in this school:

- (i) clearly understand this policy and their responsibilities in the context of their duty of care in taking appropriate measures where reasonable force is necessary and
- (ii) Are provided with appropriate training to deal with these difficult situations.

3 Implications of the policy.

Reasonable force may be used to prevent a pupil from doing, or continuing to do any of the following:

- self-injuring
- causing injury to others
- committing an offence
- causing serious damage to property (including their own)

Individual members of staff cannot be required to use physical restraint. However, teaching and non-teaching staff should always operate with an appropriate duty of care.

The application of any form of physical control places staff in a vulnerable situation. It can only be justified according to the circumstances described in this policy. Staff, therefore, have a responsibility to follow the policy and to seek alternative strategies wherever possible in order to prevent the need for physical intervention.

Reasonable force will only be used as a last resort when all other behaviour management strategies have failed, when pupils, staff and property are at risk.

4 Definitions of Positive Handling

a) Physical contact

This describes situations when proper physical contact occurs between staff and pupils (for example, in the care of pupils with learning disabilities, in games, in PE or to comfort pupils appropriately).

b) Physical intervention

This may be used to divert a pupil from a destructive or disruptive action (for example, guiding or leading a pupil by the hand, arm or shoulder with little or no force).

c) Physical control or restraint

This will involve the use of reasonable force when there is an **immediate** risk to pupils, staff or property. It is important to note that the use of 'reasonable force' should be seen as a last resort. All such incidents must be recorded and stored in an accessible way.

The level of compliance from the pupil determines whether or not the interaction is an intervention or a control or restraint.

- Positive handling uses the minimum degree of force necessary for the shortest period of time to prevent a pupil harming themselves, others or property.
- The scale and nature of any physical intervention must be proportionate to both the behaviour of the individual to be controlled, and the nature of the harm they might cause.

5 Underpinning values

Everyone attending or working in this school has a right to:

- recognition of their unique identity;
- be treated with respect and dignity;
- learn and work in a safe environment; and
- be protected from harm, violence, assault and acts of verbal abuse.

Pupils attending this school and their parents have a right to:

- individual consideration of pupil needs by the staff who have responsibility for their care and protection;
- expect staff to undertake their duties and responsibilities in accordance with the school's policies;
- be informed about school rules, relevant policies and the expected conduct of all pupils and staff working in school; and
- be informed about the school's complaints procedure.

The school will ensure that pupils are given support to understand the need for clearly defined limits which govern behaviour in the school and their responsibility for complying with the behaviour code.

6 Staff

The school provides briefings for all staff as awareness of this policy is relevant to all.

Authorisation to use reasonable force is not given to volunteers, students or parents.

The head teacher is responsible for making clear in what circumstances they may use force and for what duration of time this authorisation will last. Those whom the head teacher has not authorised will be told what steps to take in the case of an incident where control or restraint is needed.

7 Other Staff working within the school (eg medical staff/speech and language therapists, Children's social care)

Support services will have their own policies for care and control of pupils. When working within school it is the head teacher's responsibility to make sure that support services staff are aware of the school policy and practice.

8 Training

It is the responsibility of the head teacher to arrange suitable training for staff and this will include:

- awareness and understanding of this "Care and Control" policy;
- causes of challenging behaviour;
- prevention strategies;
- positive behaviour management;
- intervention;
- de-escalation;
- risk-assessment;
- behaviour support planning;
- recording and monitoring incidents; and
- De-brief following incidents.

9 Interventions and plans are based on a gradual, graded system of responses as follows:

- Verbal acknowledgement of unacceptable behaviour with request for the pupil to stop (this includes negotiation, care and concern).
- Further verbal reprimand stating:
 - that this is the second request for compliance;
 - an explanation of why observed behaviour is unacceptable;
 - an explanation of what will happen if the unacceptable behaviour continues.
- Warning of intention to intervene physically and that this will cease when the pupil complies, if possible summon assistance from a senior member of staff.
- Physical intervention will only be used **as a last resort**. Reasonable force being used to prevent a child harming him or herself, others or property.

It may be felt appropriate to establish a 'Positive Handling Plan' for a particular pupil.

Positive handling plans, where applicable, will be designed through multi-professional collaboration. These should be included in any pastoral support plans or individual educational plans.

Any interventions used will take account of a young person's:

- age,
- gender,
- level of physical, emotional and intellectual development,
- additional needs

10 Recording

Where physical control or restraint has been used, a record of the incident will be kept. These will be signed and retained by the Headteacher.

The restraint incident form will be completed as soon as possible after the incident, normally prior to staff going off duty and be signed by all staff involved and the head teacher.

After the review of the incident, copies of the restraint form will be placed on the pupil's file.

Whenever a member of staff has occasion to use physical intervention or physical constraint, this will always be recorded and documented following agreed procedures. Monitoring of incidents will help to ensure that staff are following the correct procedures and will alert the head teacher to the needs of any pupil(s) whose behaviour may require the use of reasonable force.

After an incident, the head teacher will review it and investigate it further if required. If further action is required in relation to a member of staff or a pupil, this will be pursued through the appropriate procedure:

- Review of behaviour programme
- Child protection procedure (this may involve investigations by police or social services)
- Staff or pupil disciplinary procedure
- School behaviour policy
- Exclusions procedure (in the case of violence or assault against a member of staff).

Parents will be notified of any recorded incident on the same day (as far as is reasonable).

11 Monitoring incidents

A review of all incidents will be carried out (at least an annual basis) by the head teacher. The results will be used to inform planning to meet individual pupil and school needs. The outcomes of review will be incorporated in a revised risk assessment.

Physical interventions are not treated in isolation and the school is committed to ensuring that following incidents, learning opportunities are created for children that allow them to reflect on and take responsibility for their behaviour.

Procedures are also in place to ensure that appropriate support is provided for staff and that following any incident, pupil and staff relationships are repaired (wherever possible) to ensure that a positive learning environment is maintained.

12 Complaints

The availability of a clear policy about reasonable force and early involvement of parents should reduce the likelihood of complaints but may not eliminate them. Any complaints about staff will be investigated through the Foundation's Complaints Policy. If necessary, the complaint will be dealt with by the staff disciplinary procedures or the child protection procedures.

13 Other relevant policies

Other relevant school policies that cross reference with this one are:

Foundation Staff Behaviour Policy
Girls' Division Behaviour Management Policy
Health and Safety Policy
Foundation Safeguarding and Child Protection Policy

This policy will be reviewed annually or earlier depending on new legislation.

Policy review date

September 2018

Next review due	September 2019
Policy written by	Tracey Taylor – Head of Beech House
Effectiveness of policy reported to	Miss S Hincks – Headmistress of Bolton School Girls Division