

PHYSICAL INTERVENTION POLICY



Alexandra School

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PHYSICAL INTERVENTION POLICY

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Together we nurture the genius in everyone.

Our school is a place where:

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- *All children will be nurtured so that they enjoy coming to school, and feel happy and safe while they are here.*
- *Every child enjoys learning because teaching is inspiring, fun and challenging.*
- *Every child is full of potential and deserves to be set high expectations of progress and behaviour.*
- *All children have the right to be treated with respect, and to learn about their rights and responsibilities so that they can make a positive contribution to school and society.*
- *All children have the right to be included and to succeed.*
- *Every child is unique; difference and diversity are welcomed and celebrated.*
- *All children will learn how to keep healthy, how to stay safe and how to be good learners.*
- *Every child can shine.*
- *All parents will be welcomed so that we can work in partnership.*

In line with our school aims, we are committed to ensuring that all our pupils and staff are able to work and play in a safe and nurturing environment.

In the rare circumstances that it becomes appropriate to use physical intervention, it will be used as an act of care and not punishment and staff will follow the guidelines outlined below.
WHENEVER A SERIOUS INCIDENT OCCURS THE HEADTEACHER (OR DEPUTY HEADTEACHER) SHOULD BE INFORMED IMMEDIATELY IN WRITING.

Circumstances when Physical Intervention might be appropriate.

- Where action is necessary in self-defence or because there is an imminent risk of injury to persons or of significant damage to property.
- Where a pupil attacks another pupil or a member of staff.
- Where a pupil absconds from class or tries to leave the school, in circumstances where that student could be at risk if not kept in a classroom or school.

A member of our staff will sometimes need to rely on their professional judgement about whether or not to physically intervene by placing her/himself in a hazardous situation or standing back and thereby allowing a pupil or colleague to face a potential hazard. Staff must balance the level and duration of their intervention against the seriousness and likely consequences of the incident.

What Staff will do before and during any Physical Intervention

Before physically intervening, staff will:

- remain calm and attempt to engender calm;
- tell the pupil to stop and explain to them what will happen if they do not;
- use a range of non-physical interventions aimed at calming or defusing situations in order to prevent further escalation. These might include:
 - continuing to speak and listen to the pupil;
 - employing an appropriate level of eye contact during any dialogue; diverting, distracting, cajoling or humouring, where appropriate;
 - reasoning with and offering appropriate choices to the pupil.

Whilst physically intervening, staff will:

- use the minimum amount of force required to achieve the desired outcome;
- tell the pupil that physical restraint will stop as soon as it ceases to be necessary;
- continue to use a range of non-physical interventions aimed at calming or defusing situations in order to prevent further escalation, as above.

Ways in which Staff may use Reasonable Force

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The DfE's Use of Reasonable Force advice 7/13 states that the term 'reasonable force' covers the broad range of actions that involve a degree of physical contact with pupils. Force is usually used either to control or restrain. This can range from guiding a pupil to safety by the arm through to more extreme circumstances such as breaking up a fight or where a student needs to be restrained to prevent violence or injury. 'Reasonable in the circumstances' means using no more force than is needed.

A potentially dangerous situation may involve staff in:

- physically interposing between students;
- blocking a student's path;
- holding;
- leading a student by the hand or arm;
- shepherding a student away by placing a hand in the centre of the back;
- using more restrictive holds (in more extreme circumstances only).

Staff are not permitted to act in a way that might cause injury, for example, by:

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

The use of any degree of force is unlawful if the particular circumstances do not warrant the use of physical force.

Physical force cannot be justified in a situation that could clearly be resolved without force, for example, to prevent a student from committing a trivial misdemeanour.

Staff who are permitted to use Reasonable Force to Control or Restrain Students

Section 93 of the Education and Inspections Act 2006 permits all members of the school staff to use reasonable force to control or restrain students. This power can also apply to people whom the Headteacher has temporarily put in charge of pupils such as unpaid volunteers or parents accompanying students on a school organised visit.

(The Headteacher will identify clearly the staff authorised to use physical intervention, bearing in mind that any member of staff is entitled to intervene in an emergency.)

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Training

Our school will ensure that a copy of this policy will be given to all permanent and long-term cover staff and fully explained to them. A shortened form of this policy (see Appendix A) will be given to all short-term cover and casual staff.

Our schools aims to identify, address and review the training needs of school staff, with a view to developing a shared awareness of:

- how and when to intervene;
- how to prevent, defuse and/or resolve disputes, including the appropriate use of anger management, de-escalation and conflict resolution skills and techniques.

Appropriate training will be made available to all school-based staff, in line with the local authority's policy and guidelines.

Planning for the Needs of Individual Pupils

Our school aims to identify, in consultation with parents/carers, any pupil(s) whose behaviour is considered potentially to require a physical or restraining intervention or response, and to consider the needs of those pupils in relation to:

- any individual medical, social, behavioural, learning or cultural factors;
- any Individual Education Plans, Pastoral Support Programmes or Personal Education Plans which support the pupil.

If a member of staff considers that a particular pupil may at some time need such intervention, the circumstances and needs will be presented for discussion to an appropriate meeting of relevant staff, and parents/carers will be involved. This will be recorded on the child individual behaviour management plan.

Other Physical Contact with Students

Our school believes that some use of appropriate, positive, physical contact with students can contribute to its development as a safe, friendly and nurturing school. Some physical contact may be necessary or unavoidable when staff are working with:

- students requiring First Aid;
- students receiving coaching in sport or as part of another curriculum activity;
- students in distress.

In general, it is our policy not to reject a child who seeks physical contact. However, it is appropriate to move the child on to other activities as soon as possible.

Our staff will make professional and sensitive judgements about the nature and extent of their physical contact with students.

Record Keeping

Our school keeps a record of all incidents where physical intervention has been necessary. The Headteacher or nominated senior member of staff will be informed at the earliest possible time after an incident. This person will also decide how and when to report the incident to the student's parent/carer; this should not be left beyond the end of the day of the incident. The written record will be completed within one working day and discussed with the nominated person. A copy of the school's Physical Intervention Form is attached as an appendix to this policy and will be stored in the Physical Intervention Log. If the incident included a physical or verbal assault on a teacher/adult or another student, a copy of the form should be inserted in the school's Serious Incident Log. The teacher/adult involved may seek guidance from a senior colleague and/or their Trade Union representative before filling in their report.

We will discuss the incident with any pupils or staff who were present and, where appropriate, collect a written account from them. In line with our commitment to working with parents, we aim to maintain an open dialogue for the duration of any relevant process which may follow an incident. The written accounts

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relating to an incident will be put together in a folder and numbered to match the record page on which the school's form is completed.

We will review regularly the number and type of incidents in which force has been deemed necessary. This will be used to ensure that there is adherence to this policy and to identify improvement needed in other policies and procedures of the school.

Sharing of Information

All members of the school community should know of the existence of this policy. In principle, as few people as possible should know of any specific incident and staff should maintain confidentiality to the greatest possible extent. In part, this is to enable Governors and staff involved in any consequence or complaint to do so without having acquired hearsay knowledge.

Complaints

Complaints following a dispute about the use of force by an adult should, in the first instance, be referred to the Headteacher (unless the complaint is about the Headteacher, in which case the case should be referred to the Chair of Governors). This will generally result in an investigation, which will take account of the written or verbal reports which have been collected. Where disputes cannot be resolved informally within school, complaints should be pursued in accordance with the school's complaints procedures.

Implementation, Monitoring and Review

The Headteacher is responsible for:

- Ensuring that all staff are familiar with the school policy.
- Ensuring that all relevant staff have received training in non-physical interventions in order to reduce the need for physical restraint.
- Ensuring that named personnel have received training in physical intervention techniques.
- Monitoring and reviewing the implementation of the school's policy.

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APPENDIX A PHYSICAL INTERVENTION AND RESTRAINT OF PUPILS

Guidelines for short-term supply and casual staff and other adults authorised by the Headteacher to work with children in the following school:

Alexandra School.

- Physical intervention must never be used as a punishment.
- It should only be used if there is an immediate danger to pupils, staff or school property.
- It must only be used if all other strategies have failed.
- Force used must be of minimum strength and duration.
- Send for help as soon as you can, probably using another pupil to do so.
- Be careful how you handle a pupil. Never hold them by the neck, collar, ear or hair. Do not slap, punch, kick or trip them. Do not push or pull a pupil. Do not twist limbs, force limbs against the joint or hold a student face down on the ground. Avoid contact with bottom and genital areas.
- Talk to the pupil(s); explain that restraint will cease as soon as they calm down.
- Keep yourself and other pupils safe - it might be better to remove other pupils than to try to restrain the aggressor.

All incidents of physical intervention must be reported to the Headteacher or designated teacher before the end of the day, and should be written up immediately if possible on the Physical Intervention Form and will be stored in the Physical Intervention Log. The designated person is: **Rachel Carr.**

Seek advice following an incident from a senior colleague and/or your Trade Union representative.

If a physical or verbal assault has occurred, the School's Serious Incident Form should also be completed. This is available from the School Office.

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PHYSICAL INTERVENTION INCIDENT RECORDING FORM

This form should be completed following an incident involving Physical Restraint and kept by the school for future reference.

School Name: Alexandra School

| | |
|---------------|--------------------|
| Name of pupil | Year group and age |
| Date | Time |
| Ethnicity | Gender |

| Nature of the Incident (please tick all relevant) | | Involving (please tick all relevant) | |
|---|--------------------------|--------------------------------------|--------------------------|
| Verbal abuse | <input type="checkbox"/> | Staff | <input type="checkbox"/> |
| Threatening behaviour | <input type="checkbox"/> | Student(s) | <input type="checkbox"/> |
| Refusal | <input type="checkbox"/> | Property | <input type="checkbox"/> |
| Kicking | <input type="checkbox"/> | Equipment | <input type="checkbox"/> |
| Punching | <input type="checkbox"/> | Other (please specify) | |
| Fighting | <input type="checkbox"/> | | |
| Other (please specify) | <input type="checkbox"/> | | |

Why was Physical Intervention required?

1. The circumstances that led to the incident.
2. When and where the incident took place.
3. The name(s) of any staff or students who witnessed the incident
4. The circumstances and reason for using Physical intervention.
5. The danger perceived.

6. How the incident began and progressed, including details of:

- the student's behaviour/response;
- what was said by each of the parties involved;
- the steps taken to defuse or calm the situation;
- the degree of force used, how it was applied and for how long;
- any injury.

Please cover the points above in notes here:

(Continue on a separate sheet if necessary)

FURTHER ACTION TAKEN BY THE HEAD TEACHER*

Signature of Staff Member reporting _____ Date _____

Signature of Head Teacher _____ Date _____