

Physical Restraint of Pupils Policy

Beverley High School



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Review: April 2016

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PHYSICAL RESTRAINT OF PUPILS POLICY

The Governors and Staff of Beverley High School fully recognise the importance of safeguarding children and play a full and active part in protecting pupils from harm. This policy should be used in conjunction with Beverley High School Safeguarding procedures and the Pupil Behaviour and School Discipline Policy. This policy is drawn up under Section 550A of the 1996 EDUCATION ACT to clarify the powers of teachers and other staff who have lawful control or charge of pupils to **prevent** pupils committing a crime, causing injury or damage or causing disruption.

PURPOSE

To provide a policy for use of physical intervention by a member of staff to control or restrain pupils, which should only be used in an emergency and when all other strategies have failed.

WHEN

- In self defence
- There is a serious risk of injury to a pupil/adult or self-injury
- There is a serious risk of damage to property

BY WHOM

- All members of staff

N.B. No member of staff should feel obliged to intervene and should only use physical restraint if they feel confident to do so.

HOW

By use of 'reasonable force'. This should be the minimum to achieve the desired result.

In all cases the force used must be PROPORTIONATE to the seriousness of the behaviour or consequences it is intended to prevent.

WHERE

This policy applies when a member of staff is on the school premises or has charge of a pupil elsewhere e.g. field trip or activity out of school premises.

PHYSICAL RESTRAINT POLICY IN PRACTICE

Before intervening physically a member of staff should, wherever practicable, tell the pupil who is misbehaving to stop and explain what will happen if he or she does not. The member of staff should continue to communicate with the pupil throughout the incident and make it clear that physical contact will begin, but then stop as soon as it ceases to be necessary. Physical restraint should only be used as a last resort.

Examples of behaviour likely to lead to restraint:

- physical attack by a pupil on another pupil or adult
- deliberate damage to property
- pupil behaving in a way which places others or themselves at risk e.g. pushing, tripping on a staircase
- preventing a pupil running into a busy road or other hazardous situation
- an individual at risk of self-injury

Additional Guidance

Restraint is NOT a punishment and should not be used as such.

ASSISTANCE should be sought, whenever possible.

Remove any other pupils who are at risk.

Avoid the use of restraint in a one-to-one situation, witnesses are important.

Restraint should not lead to injury: staff SHOULD NOT:

- hold a pupil around the neck or collar, or in a way that might restrict breathing
- slap, punch or kick a pupil
- twist or force limbs against a joint
- trip a pupil
- hold or pull a pupil by the hair or ear
- hold a pupil face down on the ground

Staff should AVOID HOLDING/TOUCHING a pupil in any way that may be considered indecent.

There may be occasions when a member of staff should not intervene in an incident without help, for example when dealing with an older pupil, or a physically large pupil or if the member of staff believes he or she may be at risk of injury. In these circumstances the member of staff should remove other pupils who may be at risk and summon assistance from colleagues. The member of staff should inform the pupil that he or she has sent for help.

PROCEDURE FOR REPORTING AND RECORDING INCIDENTS

INFORM THE HEADTEACHER/DEPUTY HEADTEACHER IMMEDIATELY OR THE SCHOOL OFFICE (WHO MUST NOTIFY THE HEADTEACHER/DEPUTY HEADTEACHER AS SOON AS PRACTICAL)

Detailed written report

A detailed written report should be completed by the member of staff concerned as soon as possible after the event, whenever possible the same day. It is absolutely vital that the incident is recorded in as much detail as possible for safeguarding of both pupils and staff. It should then be sent to the Headteacher or Deputy Headteacher. Copies will be placed on both the pupil and the staff file. The report must be written in BLACK ink, should be signed and dated and should include:

- Date, time, place of incident, name, tutor group of pupil(s) involved
- Witnesses – pupils and adult
- The reason force was used e.g. to prevent injury to pupil
- How the incident began and progressed
- Pupil's behaviour, what was said, strategies used to diffuse the situation, force used, how it was applied and for how long
- Pupil's response and outcome of the incident
- Details of any injury to any person, or damage to any property

Ensure that all information is accurate and factual. The wellbeing of the staff member must be considered throughout the process.

Restrained pupil's statement

A statement from the pupil who has been restrained must be taken as soon as possible after the event. This statement must be written by the pupil in their own words. Staff should not scribe for the pupil or attempt to guide the pupil unless there are extreme circumstances that preclude this. The statement must be signed and dated by the pupil. The individual's wellbeing must be considered throughout the process.

Witness statements

Statements from any witnesses should be obtained as soon as possible after the event. This statement must be written by the individual in their own words.

Contact

Contact should be made with parents/carers/corporate parent and must take place the same day by the Headteacher/Deputy Headteacher dealing with the incident.

The contact can be either verbal or written. However, reporting of the incident must always be formalised in writing to parents. Copies of all documentation must be sent to the pupil's file via the Well Being Team/Form Tutor/Progress Leader/Assistant Headteacher/Deputy Headteacher/Headteacher.

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