



Physical Restraint Policy

Person responsible	EYFS Co-ordinator / Head
Last update	June 2018
Frequency of Review	Annual
Date of last review by Governors	June 2018
Date of next review by Governors	June 2019

Bute House Physical Restraint Policy

Introduction

This policy applies equally to the Early Years Foundation Stage (EYFS), Key Stage 1 and Key Stage 2 as taught at Bute House School.

The legal framework

The Education and Inspections Act 2006 enables school staff to use “such force as is reasonable in the circumstances to prevent a pupil from doing or continuing to do” any of the following:

- Committing any offence (or, for a pupil under the age of criminal responsibility, what would be an offence for an older pupil)
- Causing personal injury to any person (including the pupil themselves)
- Causing damage to the property of any person (including the pupil themselves)
- Prejudicing the maintenance of good order and discipline at the school, and among any pupils receiving education at the school, whether during a teaching session or otherwise

The act also defines to whom the power applies as follows:

- Any teacher who works at the school
- Any other person whom the Head has authorised to have control or charge of pupils. Specific mention is made of support staff, teaching assistants, learning support assistants and lunchtime supervisors.

The power to use reasonable force applies whether pupils are on school premises or elsewhere, as long as they are in the lawful control or charge of a staff member. This includes school visits. The government has published guidance on the act, *The use of reasonable force in schools*.

Definition of restraint

Physical restraint is the positive application of force with the intention of protecting the child from harming himself or others or seriously damaging property.

Avoiding the need to use force

Staff at Bute House Preparatory School recognise that the use of reasonable force is only one of the last in a range of strategies available to secure pupils safety and well-being and also to maintain good order and discipline. Our policy on restraint should therefore be read in conjunction with our Behaviour, Discipline and Exclusion Policy and Safeguarding policies.

- Staff should take steps in advance to avoid the need for physical restraint, e.g. through dialogue and diversion, allowing space, talking, listening and humouring, cajoling and

reasoning, diversion and distraction, and the pupil should be warned orally that physical restraint will be used unless he/she desists.

- Only the MINIMUM REASONABLE FORCE NECESSARY to prevent physical injury or damage should be applied.
- Every effort should be made to secure the presence of other staff before applying restraint. These staff can act as assistants and witnesses.
- As soon as it is safe, restraint should be gradually relaxed to allow the pupil to regain self-control. Restraint should take place calmly but firmly.
- Restraint should be an act of care and control, not punishment.
- Physical restraint should not be used purely to force compliance with staff instructions when there is no immediate risk to people or property.

Aims of the restraint policy

- To protect every person in the school community from harm.
- To protect all pupils against any form of physical intervention that is unnecessary, inappropriate, excessive or harmful.
- To provide adequate information and training for staff so that they are clear as to what constitutes appropriate behavior and to deal effectively with violent or potentially violent situations.

Staff authorised to use force

- Any teacher who works at the school
- Any other person whom the Head has authorised to have control or charge of pupils.

Reasonable restraint

Restraint will only be used as a last resort after all efforts to defuse the situation have been taken. When using physical restraint relevant considerations should be:

- The use of physical restraint can be regarded as reasonable **only** if the circumstances of the particular incident warrant it. If the situation does not warrant the use of physical restraint then **any** degree of force is unlawful.
- The degree of restraint employed must be in proportion to the circumstances of the incident and the seriousness of the behavior or the consequences it is intended to prevent. Any restraint used should always be the **minimum required**.

- The degree of restraint used, or whether it is reasonable to use any at all, will also be dependent upon the age of the pupil.

When might it be appropriate to use reasonable force?

Examples of situations that may require restraint are when:

- A pupil attacks a member of staff, or another pupil
- Pupils fighting
- A pupil is causing, or at risk of causing, injury or damage by accident, by rough play, or by misuse of dangerous materials, substances or objects
- A pupil is running in a corridor or on a stairway in a way in which she might have or cause an accident likely to injure herself or others
- A pupil persistently refuses to obey an order to leave an area
- A pupil behaves in such a way that seriously disrupts a lesson

Guidelines on the use of restraint

Before using restraint of any type staff should, wherever practicable:

- Tell the pupil who is misbehaving to stop
- Give clear instruction warning the pupil that unless she conforms then physical restraint will be applied
- Continued communication should be attempted throughout the incident
- It should be made clear that restraint will stop as soon as it ceases to become necessary
- Staff should never give the impression that they have lost their temper but should retain a calm and measured approach
- If possible summon help from another member of staff to assist
- Staff should never intervene if they believe they are at risk of injury but should call for assistance

Intervention

This may take several forms:

- Physically intervening between pupils
- Blocking a pupil's path
- Holding, pushing or pulling
- Leading a pupil by hand or arm

- Shepherding a pupil by placing his/her hand in the centre of the pupil's back
- In extreme cases using a more restrictive hold or taking action necessary to prevent injury but this action must be consistent with 'reasonable force'

In normal circumstances staff should **not** act in a way that might reasonably be expected to cause injury, for example by:

- Holding a pupil by the neck
- Slapping, kicking or punching or pupil
- Twisting or forcing limb joints
- Tripping a pupil
- Holding a pupil by the hair or ear
- Holding a pupil face down on the ground
- Holding a pupil in a way which may be interpreted as indecent
- It is anticipated at all times that any element of force will **only** be used when all other attempts to defuse the situation have failed

Recording and reporting incidents

The Head/ Deputy Head's should be informed of any incident as soon as possible and will take responsibility for making arrangements for debriefing once the situation has stabilized. At Bute House the Pastoral Assistant Head or if the pupil is in Reception, the Reception Teacher, should always be involved in debriefing the pupil involved and any victims of the incident should be offered support.

If the behaviour is part of an ongoing pattern it may be necessary to address the situation through the development of a behavioural IHP, which may include an anger management programme, or other strategies agreed by the SENCO. It is also helpful to consider the circumstances precipitating the incident to explore ways in which future incidents can be avoided.

All incidents should be recorded immediately (see Appendix 1). All sections of this report should be completed so that in the event of any future complaint a full record is available. A member of the Senior Management Team will contact parents as soon as possible after an incident, normally on the same day, to inform them of the actions that were taken and why, and to provide them with an opportunity to discuss it.

Complaints

It is possible that parental complaint may ensue. It is thus important that the policy has been followed and that the use of force was reasonable in the circumstances.

All staff should be aware that physical contact of any sort may be misconstrued, however innocent. Some physical contact may be necessary or appropriate in certain subjects (e.g. dance, drama, P.E.), or circumstances (e.g. injury) but staff should always use professional judgment in this matter. It is important that if any pupil is particularly sensitive to physical contact that information has been circulated to all staff.

Appendix 1

Incident Record Form

Details of pupil on whom force was used – name, class, and any SEN, disability or other vulnerability

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Date, time and location of incident

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Names of staff involved (directly or as witnesses)

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Details of other pupils involved (directly or as witnesses), including whether any of the pupils involved were vulnerable for SEN, disability, medical or social reasons

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Description of incident by the staff involved, including any attempts to de-escalate and warnings given that force might be used

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Reason for using force and description of force used

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Any injury suffered by staff or pupils and any first aid and/or medical attention required

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Reasons for making a record of this incident

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Follow up, including post-incident support and any disciplinary action against pupils

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Any information about incident shared with staff not involved in it and external agencies

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When and how those with parental responsibility were informed about the incident and any views they have expressed

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Has any complaint been lodged (details should not be recorded here)?

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Report compiled by

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Name and role

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Date

--

Report countersigned by

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Name and role

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Date

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