

## Positive Handling

Good personal and professional relationships between staff and pupils are vital to ensure the well-being and safety of all pupils and staff in school. In exceptional circumstances, staff may need to take action in situations where the use of reasonable, proportionate and necessary steps may be required to ensure the safety of all concerned.

Staff would intervene to prevent a pupil from doing, or continuing to do any of the following:

- self – injuring
- put themselves or others at risk
- committing a criminal offence

### Use of Physical Handling

- 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.
- Staff would be expected to follow the pupil's IEP/Risk Assessment- if appropriate- in the first instance to manage an incident/challenging behaviour.
- If this was unsuccessful and the situation continues to escalate, staff would then be expected to seek the help of other members of staff if possible.
- Only if all of the above have been tried and are unsuccessful should staff even consider any other form of restraint. The overriding consideration should still be the reasonableness and proportionality of the force used.

All the techniques used take account of a pupil's:

- age
- gender
- level of physical, emotional and intellectual development
- special needs
- social context

Where behavioural records and/or risk assessment identifies a need for a planned approach, plans (IEP) are written for individual children.

Physical Control / Restraint / Restrictive Physical Intervention

This will involve the use of reasonable force when there is an immediate risk to pupils, staff or property. All such incidents must be recorded on the school's major incident report form. Records of incidents must be given to the Principal as soon as possible, and by the end of the school day at the latest.

### **Staff Training**

It is the responsibility of the Principal to ensure all staff understand the methods outlined in this process. Annual updates and reviews will be undertaken. Any new member of staff will be asked to demonstrate their understanding of the process as part of their induction training. Keeping all staff up to date is important as they are expected to be able to actively support each other, and pupils, if an incident occurs and a child needs physical intervention to keep themselves and/or others safe. However, if staff are unable to support physically they are expected to support with de-escalation.

### **Staff Support Following Incidents**

Any member of staff or pupil at the school involved in or witnessing a serious incident involving the use of physical hold, may require additional support following the incident. Staff should ensure that they are fully recovered from an incident before resuming their duties and colleagues are encouraged to seek and offer support where it is deemed necessary.

We have a debrief procedure which should be utilised if staff need to debrief after an incident. Where staff have been involved in an incident involving reasonable force, they should have access to support; this will be made available/supported through the Principal.

### **Recording and Monitoring Incidents**

#### **Recording**

Where physical control or restraint has been used, a record of the incident will be kept. This record should be kept in the Safeguarding file held by the designated safeguarding lead. A positive handling report [form](#) (linked here) will be filled out by the DSL and the staff involved in the incident. This documentation will be uploaded to Myconcern, prior to staff going off duty. After the review of the incident, a copy of the details will be placed on the pupil's file as part of their educational record.

#### **Monitoring**

Monitoring of incidents will help to ensure that staff are following the correct procedures and will alert the Principal to the needs of any pupil(s) whose behaviour may require the use of reasonable force.

Monitoring of incidents will take place on a regular basis (at least termly) and the results used to inform planning to meet individual pupil and school needs. The Principal will present an annual summary of incidents that have involved the use of force to the Governing Body.

The Principal will ensure that each incident is reviewed and investigated further as 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 IEP/Risk Assessment