

Drb Ignite Multi Academy Trust

Physical intervention and physical contact with children policy

Rationale

This Policy has been adopted with reference to the Department for Education's guidelines on the use of the physical restraint of pupils (DfE *Use of Reasonable Force* advice 2013).

drb Ignite Multi Academy Trust Vision Statement

The drb Ignite Multi Academy Trust has been established through a shared belief that lives can be transformed by what goes on in school. We believe that the process of teaching and learning shapes futures.

The Trust's vision is:

all pupils achieve the highest standards of educational standards regardless of circumstance or background.

Circumstances when physical intervention might be appropriate

The Trust is committed to ensuring all pupils are safe in school. It follows the Department for Education Non-statutory Guidance which was issued in July 2013.

The Guidance states the following:

- reasonable force can be used to prevent pupils from hurting themselves or others, from damaging property, or from causing disorder.
- In Trust schools, force is used for two main purposes – to control pupils or to restrain them.
- the decision on whether or not to physically intervene is down to the professional judgement of the staff member concerned and should always depend on the individual circumstances.
- the Department for Education (DfE) states that schools can use reasonable force to:
 - remove disruptive children from the classroom where they have refused to follow an instruction to do so
 - prevent a pupil leaving the classroom where allowing the pupil to leave would risk their safety or lead to behaviour that disrupts the behaviour of others
 - prevent a pupil from attacking another member of staff or another pupil
 - stop a fight in the playground
 - restrain a pupil at risk of harming themselves through physical outbursts.

It may be necessary to engage in physical interventions to move a pupil in the above situations, but only when all other possible tactics outlined in the Trust's Behaviour Policy have been tried.

A member of 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 stand back and by that allow a child 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.

Procedures for Trust staff before and during any physical intervention

Before physically intervening Trust 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 alternatives aimed at calming or defusing situations in order to prevent further escalation. These might include:
 - continuing to speak and listen to the pupil/pupils
 - employing an appropriate level of eye contact during any dialogue
 - diverting, distracting, cajoling or humouring the pupil where appropriate
 - reasoning with and offering appropriate choices to the pupil/pupils.

Sometimes a teacher should not intervene in an incident without help. For example, when dealing with a physically large pupil, or with groups of pupils, or if the teacher believes he/she may be at risk of injury.

The teacher should remove other pupils who may be at risk and summon assistance from a colleague or colleagues. The teacher should tell the pupil/pupils that he or she has sent for help. Until assistance arrives the teacher should continue to attempt to defuse the situation through talking to the pupil/pupils in order to try to prevent the incident from escalating.

If physical intervention is necessary staff will:

- use the minimum amount of force required to achieve the desired result
- tell the pupil that physical restraint will stop as soon as it is no longer necessary
- continue to use a range of non-physical alternatives aimed at calming or defusing the situation in order to prevent further escalation
- remove the rest of the class when a pupil persistently refuses to leave or offers any kind of resistance to being removed from a classroom. Communication with the pupil can then continue in isolation.

Ways in which Trust staff may use reasonable force

Whilst there is no legal definition of reasonable force, DFE Guidance July 2013 advises that the term **reasonable force** covers the broad range of actions used by most teachers at some point during their career that involve a degree of physical contact with pupils.

During a potentially dangerous situation staff may be required to:

- physically step in between pupils
- block a pupil's path
- hold a pupil
- lead a pupil by the hand or arm
- guide a pupil away by placing a hand in the centre of the back
- in more extreme circumstances use more restrictive holds

Trust staff are not permitted to act in a way that might cause injury. For example, by:

- holding a pupil round the neck, or by the collar, or in any other way that might restrict the pupil's ability to breathe
- slapping, punching, pushing, pulling or kicking a pupil
- twisting or forcing limbs against a joint
- tripping up a pupil
- holding or pulling a pupil by the hair or ear
- holding a pupil 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 pupil from committing a trivial offence.

Staff who are permitted to use reasonable force to control or restrain children

Section 550A of the Education Act 1996 permits adults who have lawful charge or control of children to use reasonable force to control or restrain them. These include:

- teachers
- learning mentors
- teaching assistants
- midday supervisors

All Trust schools have staff who have been trained in the use of physical restraint.

Training

Trust schools will ensure that all permanent and long-term supply staff have access to this Policy and understand the contents

The Trust aims to identify, address and review the training needs of staff, with a view to developing a shared cross Trust 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 provided to all school-based staff, in line with the Trust's Policy and DfE guidelines.

Planning for the needs of individual pupils

The Trust aims to identify, in consultation with parents/carers, any pupil whose behaviour is potentially thought to require a physical intervention response, and to consider the needs of these pupils in relation to:

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

If a member of staff thinks that a particular pupil may, at some time, need such intervention, the circumstances and requirements will be presented for discussion at an appropriate meeting of relevant staff.

Other physical contact with pupils

The Trust believes that some use of appropriate, positive physical contact with pupils can contribute to the development of a culture of safety, security and trust. Some physical contact is necessary or unavoidable when staff are working with:

- younger pupils who may need encouraging or guiding
- pupils with special educational needs who may need physical prompts or help
- pupils requiring first aid
- pupils receiving coaching in sport or as part of another curriculum activity
- pupils in distress.

Staff will make professional and sensitive judgements about the nature and extent of their physical contact with pupils. All staff will take into account:

- cultural sensitivities
- gender differences
- the needs of children who may be particularly vulnerable following previous trauma or abuse.

Record-keeping

All Trust schools will keep a record of incidents where physical intervention involving the use of force against resistance from a pupil has been necessary. Such records are kept in a file with numbered pages in the headteacher's office. The headteacher or

nominated senior member of staff will be advised at the earliest possible time after an incident. The written record will be completed within one working day and discussed with the nominated person who will also decide how and when to report the incident to the pupil's parent/carer. A copy of the written record will also be placed in the Child Protection file and/or SEN file if one exists for that pupil.

If the incident included a physical or verbal assault on a teacher/adult or another pupil, an accident/incident form should also be completed. The teacher/adult involved may seek guidance from a senior colleague and/or their trade union representative before filling in their report.

Senior staff will discuss the incident with any pupils or staff who were present and, where appropriate, collect a written account from them. In line with the Trust's commitment to working with parents, all schools will aim to maintain an open discussion during any relevant procedure which may follow an incident. Trust schools will regularly review the number and type of incidents in which physical intervention has been necessary. This will be used to ensure that there is adherence to this Policy and to identify improvement needed in other associated policies and procedures of the Trust.

Sharing of information

All members of the Trust 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. This is to enable trustees 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 physical intervention by an adult should, in the first instance, be referred to the headteacher. 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 the school complaints should be pursued in accordance with the Trust's complaints procedures.

Implementation, monitoring and review

The Trust's headteachers are directly responsible for:

- ensuring that all staff are familiar with the DfE guidance and the Trust's Policy
- ensuring that all relevant staff have received training in non-physical interventions in order to reduce the need for physical intervention
- ensuring that named personnel have received training in physical intervention techniques

- monitoring and reviewing the implementation of the Trust's Policy in their school

Appendix A: - Physical interventions with pupils - Guidelines for short-term supply and casual staff and other adults authorised by the headteacher to work with pupils in a Trust school.

- In a Trust school, physical intervention must never be used as a punishment.
- It should only be used if there is an immediate danger to other pupils, staff or school property.
- It must only be used if all other tactics have failed.
- Any force used in a physical intervention must be of minimum strength and duration to deal with the immediate danger.
- Help must be sent for as soon as possible, probably using another pupil to do so.
- Be careful how a pupil is handled. Never hold a pupil by the neck, collar, ear or hair. Never slap, punch, kick or trip them. Do not twist limbs, force limbs against the joint or hold a pupil face down on the ground.
- Keep calm and talk to the child; explain that physical contact will cease as soon as they calm down.
- Keep safe and ensure other pupils are safe – it may be necessary to remove other pupils than to try to physically intervene with the aggressor.
- Do not place yourself at risk by confronting pupils who are bigger/stronger than you, who are armed or who otherwise pose a threat to your safety.

All incidents of physical intervention must be reported to the headteacher within one day, and should be written up immediately if possible. Seek advice following an incident from a senior colleague. If a physical or verbal assault has occurred, a health and safety form should also be completed. Copies of the full Trust Policy, together with copies of the LA's policy and DfES Circular 10/98 are available from the headteacher.

Appendix B: Physical intervention model incident recording form

This form should be completed following an incident involving physical intervention and kept by the Trust school for future reference (it may be fixed so as

to avoid removal to the numbered page in the book used for recording such incidents).

Name(s) of pupil/pupils:	Date:	Time:
Ethnicity:	Gender: (M/F)	
Nature of Incident: (Tick)	Involving: (Tick)	
<ul style="list-style-type: none"> · Verbal abuse · Threatening behaviour · Refusal · Kicking · Punching · Fighting · Other (please specify) 	<ul style="list-style-type: none"> · Staff · Pupil(s) · Property · Equipment · Other (please specify) 	
Why was physical intervention required? (Continue on a separate sheet if necessary) <ul style="list-style-type: none"> · The circumstances that led to the incident 		
<ul style="list-style-type: none"> · When and where the incident took place 		
<ul style="list-style-type: none"> · The name(s) of any staff or children who witnessed the incident 		
<ul style="list-style-type: none"> · The circumstances and reason for using physical intervention 		
<ul style="list-style-type: none"> · The danger perceived 		
How the incident began and progressed, including details of:		

- the pupil'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, and any restraint used

- how it was applied and for how long; details of any injury

Further action taken by the headteacher (circle as appropriate)	
H&S Accident Form completed Y/N	Parent /Carer contacted Y/N
Child Protection investigation Y/N	Police/others informed Y/N
Racial Incident Record Y/N	
Signature of member of staff reporting:	Signature of headteacher:
Date:	Date:

Review

Monitoring and review	Trust Board Headteachers
Links	Trust Safeguarding Policy and Procedures
Staff responsible	Headteachers
Committee responsible	Trust Board
Committee responsible	Board of Trustees
Date approved	February 2019
Reviewed	February 2019
Next review	February 2020
Sign off by Chair of Trust	 Date: February 2019

*Please note that should there be any changes/further national guidance issued relevant to this policy, it will be updated accordingly prior to the review date shown above and referred to the next Trust Board meeting.

Change Management

Issue No.:	Change date:	Change description:
1.0	Feb'19	Initial release
	Feb'20	Review due