

Middleton Grange School

PHYSICAL RESTRAINT POLICY AND PROCEDURES

POLICY

The school is required to provide a safe physical and emotional environment for pupils. Safety at school is a basic expectation for pupils and staff, as well as being a prerequisite for pupil success and academic achievement. In addition, we pay attention to our Foundational Principles for Curricular (FPC) 2; Man is made in the image of God, and we therefore enact this policy in a way that respects and values the individual.

PROCEDURES

A teacher or authorised staff member must not physically restrain a student unless the teacher or staff member reasonably believes that the safety of the student or of any other person is at serious and imminent risk; and the physical restraint is reasonable and proportionate in the circumstances. Situations where it may be appropriate include breaking up a fight, stopping a student from moving in with a weapon, stopping a student who is throwing furniture close to others who could be injured and preventing a student from running onto a road.

Definitions:

authorised staff member means an employee of a registered school who is authorised by the employer to use physical restraint in accordance with this section

employer means a board and the managers of a school

physically restrain, in relation to a student, means to use physical force to prevent, restrict, or subdue the movement of the student's body or part of the student's body

teacher means a person who holds a teaching position

1.1 Information to be made available

Any guidelines issued under section 139AE of the Act and names/positions of authorised staff must be available for inspection at the school.

1.2 Authorisation of staff members who are not teachers

An employer may authorise an employee who is not a teacher to use physical restraint. Such an authorisation must be in writing, and the employee must be given a copy. This authorisation can be revoked at any point by written notice.

1.3 Notifying the use of physical restraint

If physical restraint is an element of any pupil's Individual Behaviour Plan then the employer must take appropriate steps to notify the parents/caregivers. Such a notification must include an explanation of how the physical restraint will be applied within the guidelines. Parents/caregivers must be notified as soon as possible on the same day about any incident of physical restraint, including how it was managed within the guidelines.

1.4 Monitoring the use of physical restraint

For both the pupil physically restrained and the staff member who has used physical restraint, physical and psychological monitoring must be in place for the rest of the school day on which the event has occurred. Records kept of the event [see 1.5 below] must be analysed to identify trends. The employer, via the Associate Principal, must check all documentation to ensure it is complete.

1.5 Reporting and recording the use of physical restraint

Any staff member who uses physical restraint must fill out the *Information for the Ministry of Education and the employer form* [Appendix 1] which must be placed in the pupil's file and a copy provided to the parents/caregivers. Employers must report every incident of physical restraint to the Ministry of Education by e mailing the above form to physical.restraint@education.govt.nz. Any record must be kept for a minimum of 7 years.

General notes

Employers must ensure teachers and staff are supported and trained as above. Any policies and guidelines pertaining to physical restraint must be communicated to parents, students, staff and the school community.

Signed _____

Date _____

Review Date _____