

## **Holding Policy**

These guide lines are intended to conform with Section 550A of the Education Act 1996, Article 5 of the Human Rights Act 1998, the Children Act, Circular 10/98 and the 2002 Guidance on Physical intervention and will be reviewed in light of any guidelines from the DfEE.

- The guidelines suggested are not intended to cover every eventuality. It is recognised that on occasion physical intervention may be necessary.
- No occasion should arise when it is acceptable for a person to act violently towards others. Staff who act professionally, and within these agreed guidelines, will be supported if a situation arises where physical intervention is necessary.
- Time and/or distance from the child might, at times, obviate the need for physical control.
- Situations can arise that cannot be diffused and where unacceptable behaviour becomes violent or dangerous. It is likely that a member of staff will become directly involved.
- On occasions it may be appropriate to use physical intervention to reduce the level of violence or danger. However, it must be remembered that there may well be times when the use of physical intervention may, in the short term, increase the level of violence. Members of staff should only use physical intervention when other alternatives have been or cannot be tried, and where the following circumstances appear to exist;
  - a) Where pupils are in imminent danger of causing danger to themselves.
  - b) Where other children or staff are in imminent danger of injury.
  - c) If a child is using significant danger to property and causing serious damage.
  - d) When a pupil has refused to carry out a reasonable instruction, and in so doing their presence is causing serious disruption. This could be an occasion when the child has refused to leave a room or go to an appointed place after direct instruction from a member of staff.

- Whenever possible in a), b) and c) and always in d) the child should be warned clearly that you are likely to take physical action before that action occurs.
- It is important to remember that the security of the child, and therefore the emotional stability, depends on the certain knowledge the child that the adult is in charge of the situation.
- A temper tantrum is naturally best dealt with by the demonstration of calm, unthreatened and unthreatening concern, and the assumption of total control by the caring adult.
- Adult action ensuing from a loss of temper is never acceptable.
- Whenever possible, more than one adult should be present during the use of physical intervention. It may be appropriate for a third adult to observe from a distance or monitor regularly by entering the space in order to ensure the safety of both adult and child.
- We use the Approach method of restraint and only adults trained should be asked to intervene.
- In every case the minimum strength and the shortest period of time should be used to achieve the necessary objective.
- The pupil should be repeatedly offered the opportunity to exercise self-control and the physical intervention should stop at the earliest opportunity.
- As soon as possible the child should be removed from general circulation. Withdrawal / isolation can be calming and may prevent stubbornness adopted by children if others are able to observe the incident.
- Appropriate notes will be recorded, and the incident communicated to relevant staff. (See Appendix A)
- These records are kept in a central file, witnessed by relevant members of staff and signed by the Headteacher.
- **Parent / Carers:** The issues, structures and procedures surrounding the possible use of physical intervention of pupils at risk of being restrained.

As a result of this discussion parents will be asked to read and sign a copy of the agreement form (See Appendix B)

A copy of this Policy Document is available to parents on request.

## **Physical Intervention Incident Record Form**

Incident Number \_\_\_\_\_ Date \_\_\_\_\_

Name of pupil \_\_\_\_\_ Date of Birth \_\_\_\_\_

Report Compiler \_\_\_\_\_ Position \_\_\_\_\_

Staff involved \_\_\_\_\_

### **Antecedent: (Details leading up to the incident / behaviour)**

### **De-escalation techniques used: (tick)**

Verbal advice and support

Reassurance

Calm talking

Humour

Distraction

Step away

Time out offered

Time out directed

Negotiation

Other

(Specify)

### **Pupil Response:**

### **Reasons for intervention: (tick)**

Physical safety of the pupil was at risk

Physical safety of another pupil was at risk

Physical safety of a member of staff was at risk

The pupil was attempting to harm him/herself

Prevent / interrupt absconding

Behaviour disrupting a safe and secure learning

Environment

**Duration of Physical intervention:**

Ended:

Time began:

**Description of Physical intervention Used:**

Bar over 2 person	To ground – by child
Bar over leg wrap	by adult
Wrap over	Other
Bar over push forward	Give details _____

**Description of Pupil Response to Physical intervention:**

**Other details:**

**De-escalation techniques used: (tick)**

Verbal advice and support	Step away
Reassurance	Time out offered
Calm talking	Time out directed
Humour	Negotiation
Distraction	Other (Specify)

**Details of any injuries sustained or complained of by staff or pupil and action taken:**

**Further action taken**

**Signature of report compiler:**

**Time:**

**Date:**

**Signature of Headteacher:**

**Time:**

**Date:**

**Dear Parents / Carers**

**As you are aware, it is the policy of Suffolks Primary School to make every effort to keep everybody safe and happy while they are at school. In accordance with the school's 'Restrictive Physical Intervention Policy' there may be circumstances when it is necessary to restrain or isolate a child for their own or others' safety.**

**The school staff will always make every effort to avoid unnecessary conflict and confrontation with pupils, and between pupils, but have undertaken the necessary training to enable them to deal safely and calmly with potential dangerous situations.**

**So that we can all work in close partnership and in the best interest of all the children attending Suffolks Primary School, would you please read and sign the attached form and return it to the Inclusion teacher.**

**Yours sincerely,**

**Nina Saunders  
Head Teacher**

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**I understand that there may be circumstances when staff will physically intervene on behalf of children or adults. I am aware that at these times my child may be escorted, restrained or removed to a safe area by a member or members of staff.**

**Signed \_\_\_\_\_**

**Date \_\_\_\_\_**

**Physical Intervention Incident Observation Sheet**

Name of child \_\_\_\_\_

Incident number \_\_\_\_\_

Date \_\_\_\_\_

Staff involved \_\_\_\_\_

Time	Observations made