



**Positive Handling and Physical Intervention Policy**

**Care and Control and the Use of Force**

Adopted by Governing Body: 12.06.13

Reviewed by Governing Body: 14.06.22

Cycle of Review: 3 years

Statutory Policy: No

## Contents

1. Policy Statement
2. Staff training
3. What is the legal use of force?
4. Objectives of this policy
5. Who can use reasonable force?
6. When might reasonable force be appropriate?
7. Procedures and practical considerations during specific incidents within the setting
8. Application of force during specific incidents
9. Reporting and recording incidents
10. Debrief following serious incidents
11. Other procedures concerning incidents
12. Physical contact with pupils in other circumstances
13. Complaints
14. Review
15. Appendix 1 & 2

## 1.0 Policy Statement

- 1.1 This policy is based on DfE “The Use of Reasonable Force July 2013”.
- 1.2 At Pitcheroak School we work to ensure each individual pupil is able to reach his or her potential. Every child is entitled to learn and every teacher is free to teach in an environment that is safe, secure and free from distraction. The guiding principles to achieve this should be established in the settings policy on positive behaviour management.
- 1.3 Staff at Pitcheroak School are committed to providing the highest standards in protecting and safeguarding the welfare of children and young people entrusted to its care. We recognize there is a need in line with the DfE “The Use of Reasonable Force July 13” to intervene when there is an obvious risk of safety to pupils, staff and property.
- 1.4 For the most part this is achieved through the fostering of good relationships, and the normal application of positive behaviour management to support and intervene. However, in exceptional or extreme circumstances this may involve the use of reasonable force.
- 1.5 It should be emphasized that if used at all, restraint (referred to in this document as **Positive Physical Interventions (PPI)** should be seen in the context of a further positive action of care and concern. In line with DfE “The Use of Reasonable Force July 2013” it is used as a ‘**last resort**’ option and in the most extreme cases, other strategies will always have been attempted first.
- 1.6 As best practice regarding PPI this policy should be considered alongside other relevant school policies, especially those involving behaviour, health and safety and child protection.

## 2.0 Staff Training

The Positive Behaviour Team LTD organises and delivers the PPI training programme.

Training for all staff will be made available. No member of staff will be expected to undertake the use of positive physical intervention without appropriate training. Prior to the provision of training, guidance will be given on action to be taken. Arrangements will be made clear as part of the induction of staff and training will be provided as part of ongoing staff development.

### 3.0 What is The Legal Use of Force?

3.1 Teachers and other persons authorised by Senior staff have charge of pupils and may use reasonable force to prevent pupils:

- Causing injury to themselves or others.
- Committing a criminal offence (including behaving in a way that would be an offence if the pupil were not under the age of criminal responsibility.
- Causing disruption by engaging in behaviour, which is seriously prejudicial to good order and discipline.
- Significant damage to property.

3.2 Reasonable force has no legal definition but:

- Staff must take into account the circumstances of the incident, age, sex and development of the pupil.
- The degree of force must be proportional to the seriousness of the situation, behaviour or consequences it is intended to prevent, and always be the minimum force needed.
- Force could not be justified for a trivial misdemeanor or a situation that could be resolved without it.
- Everyone has the right to self-defence provided they do not use a disproportionate degree of force.
- Corporal punishment is illegal.

### 4.0 Objectives of this Policy

4.1 To provide all staff, governors, parents and pupils with an understanding of care and control and the use of force.

4.2 To emphasize that the use of PPI is:-

- Part of a positive care and control approach to discipline and welfare.
- **Last resort** or a **necessary** expedient option to be used in extreme circumstance.

4.3 To ensure that all members of **staff clearly understand the options and strategies that are available to safely manage negative behaviour incidents.**

### 5.0 Who Can Use Reasonable Force?

5.1 We recognise that most of the time PPI will be used infrequently, that is, as a **last resort** to maintaining a safe environment.

5.2 All Teacher's and Assistant Teacher's by the nature of their roles, are authorised to use PPI as appropriate.

5.3 A list of fully trained Team Teach staff can be made available upon request from the CPD lead at school.

5.4 Volunteers, visitors and students are not authorised to use PPI.

## 6.0 When Might Reasonable Force Might be Appropriate?

6.1 We recognise that some children may not be able to control their reaction to events as well as others and at times may place themselves or others at risk through their uncontrolled behaviour. As indicated in 3.1, reasonable force might be appropriate when:

- Action is necessary in self-defence or because of imminent risk or injury. Examples:-
  - Pupil displays aggressive behaviour towards a member of staff or another pupil.
  - Pupil displays self-harming behaviours.
- There is a serious and developing risk of damage to property, including the pupil's own property. Examples:-
  - Pupil deliberately attempts to damage school or other pupils property.
  - Pupil is behaving in a way that is seriously disruptive to the learning of other pupils.

6.2 N.B. Wherever possible early support from colleagues will be sought. Single handed intervention increases the risk of injury to both parties and does not provide the person intervening with the support of a colleague acting as a critical friend.

6.3 Strategies other than force will be considered. Examples:-

- Providing the disruptive pupil with a choice of locations to exit to.
- Giving clear directions.
- Allowing "take up" time thus allowing a "face saving" opportunity.
- Removing the audience, ie., requesting that other pupils leave the room.
- Implementing Team Teach help protocol/script so that another member of staff takes over the strategic lead of the incident, if he/she feels it is appropriate to do so.

## 7.0 Procedures and Practical Considerations During Specific Incidents within the setting

### 7.1 Staff are expected to:

- Follow the Behaviour Management Plans and Risk Reduction Plans.
- Use a calm and measured approach.
- Try to defuse the situation and prevent escalation using distraction and re-direction.
- Give clear instructions to the pupil, appropriate to their level of development.
- Remember to use other aids to support your communication with the pupil- symbols, photos, signs. OoR etc.
- Try to remove the pupil from peer audience. If it is not possible to de-escalate the situation without risk of injury to yourself or others, the remaining pupils should be re-directed to a safe environment within the school.
- Staff who become aware that another member of staff is intervening physically with a pupil have a responsibility to provide a presence and to offer support and assistance should this be required. An offer of “here to help” should be given.
- Use on-call to request additional support if needed and when listed strategies on the Behaviour Management Plan have been exhausted.
- Staff to reassure the pupil that the reason for the intervention is to keep the pupil and others safe.
- Make it clear that PPI will stop as soon as the pupil calms and the risk assessment indicates it is no longer necessary.

## 8.0 Application of Force During Specific Incidents

### 8.1 Methods that staff *may use* in appropriate circumstances where a risk assessment judgement supports this:

- Shepherding a pupil away by a light touch on the elbow or near the shoulder.
- “Guiding” – remembering this is the positive application of force to control a pupil and would be used in rare circumstances, eg., if the pupil is in extreme danger and no other alternative is available, or where reasonable force is used to assist a pupil’s movement.
- Holding – for security and to reduce anxiety where there is potential risk, even if the pupil is not yet out of control. The purpose is to defuse or prevent escalation.
- When intervening staff should take care that their actions should in no way be capable of being interpreted as aggressive. All holds are devised to minimize the risk of injury. They should not cause pain.
- Where pupils are presenting with more challenging behaviour which may require more restrictive holds, it is important that these techniques have been delivered

by appropriately qualified Teach Team instructors in line with Team Teach protocols.

8.2 Staff **may not** carry out action that might reasonably be expected to injure by:

- Holding a pupil around the neck, or by the collar, or in any other way that might restrict the ability to breathe.
- Slapping, punching or kicking a pupil.
- Twisting or forcing limbs against a joint.
- Tripping a pupil.
- Holding or pulling the pupil by the ears or hair.

8.3 Other considerations for **non-urgent situations** where the risk to the people or property is not imminent:

- Consider carefully whether positive handling is the right course of action.
- Try to deal with the situation through **distraction/re-direction** before using force.
- Try to defuse and calm the situation to establish good order; the use of positive handling could lead to an escalation of the problem.
- Take into account the age, understanding, personal characteristics of the pupil.
- The use of positive handling to enforce compliance is likely to be increasingly inappropriate with older pupils.
- Never use force as a substitute for good behaviour management.
- In non urgent situations force should only be used when all other methods have failed.

## 9.0 Reporting and Recording Incidents

9.1 Should an injury occur as a result of an incident at school, immediate steps will be taken to secure appropriate medical attention. This will be reported and recorded in accordance with Worcestershire policy **as** outlined in the Appendix **2**.

9.2 All incidents that result in restraint (where a child has to be held) will be recorded in detail on the schools Sleuth system within 24 hours. **Following an incident where PPI is used, a Risk Reduction Plan will either be put in to place, if it is the first occasion, or reviewed as necessary.**

9.3 Restraint is **“the positive application of force with the intention of overpowering the client” (DOH 4/93 Section 5.2).**

- 9.4 A staff member will inform parents/carers about the incident by the end of the school day, using the electronic Parent Notification Form.
- 9.5 An electronic log is kept of all PPI incidents. A hard copy is also kept in a locked cupboard in the admin corridor for 75 years as recommended by Team Teach. Incidents on Sleuth will be reviewed by the Senior Leadership Team on a fortnightly basis. The Senior Leadership will monitor and identify pupils requiring further intervention and possible training needs for staff.
- 9.6 A copy of the Risk Reduction Plan will be saved electronically and shared with relevant staff members. These will be reviewed annually with parents at the Education Health Care Plan review.
- 9.7 When PPI has been used and pupils have been held using Team Teach techniques reports will be completed using the Sleuth system. Regular summaries are sent to the

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## **10.0 Debriefing Following Serious Incidents**

- 10.1 Pupils and members of staff will be checked for any sign of injury and first aid will be administered if required.
- 10.2 The pupil will be given time and space to calm whilst staff continue to supervise/observe. When the pupil is calm and regulated, a member of staff involved in the incident will complete a de-brief, relevant to their needs and level of understanding.
- 10.3 All members of staff involved will be given the opportunity to have a short time away from the classroom if required. A school based debrief system is in place.

## 11 Other Procedures Concerning Incidents

- 11.1 If necessary and appropriate the Chair of Governing Body will be informed/consulted.
- 11.2 Help, support and reassurance will be given where appropriate to any **staff members** involved.
- 11.3 **Behavior Management Plans and Risk Reduction Plans, should be reviewed throughout the academic year and after any significant behaviour incidents.**
- 11.4 Where possible, the pupil should apologise, this should be meaningful or appropriate. If this cannot be undertaken **other agreed consequences may be implemented.**

## 12 Physical Contact with Pupils in other Circumstances

- 12.2 Staff must be sensitive to matters relating to culture and gender issues and any known individual characteristics or special circumstances relating to pupils.
- 12.3 Some physical contact may be necessary e.g. during PE lessons, sports coaching or DT, or if a member of staff has to administer first aid or medication.
- 12.4 Young children and children with SEN may need staff to provide physical prompts to **help to participate in their learning and carry out self-help tasks (please refer to the school's Intimate Care Policy).**
- 12.5 **Staff to follow pupils individual Intimate Care Plans which are reviewed and updated throughout the academic year, with parent involvement.**
- 12.6 Physical contact must always be age appropriate **and pupils should be encouraged to be as independent as possible.**

## 13 Complaints

- 13.2 This policy is in accordance with the DfE "The Use of Reasonable Force July 2013", as such, those acting in accordance with it, providing they act in good faith, working within the authority guidelines, will be positively supported in their actions.
- 13.3 All complaints will be recorded and followed up by the Head Teacher **or another member of the Senior Leadership Team.**

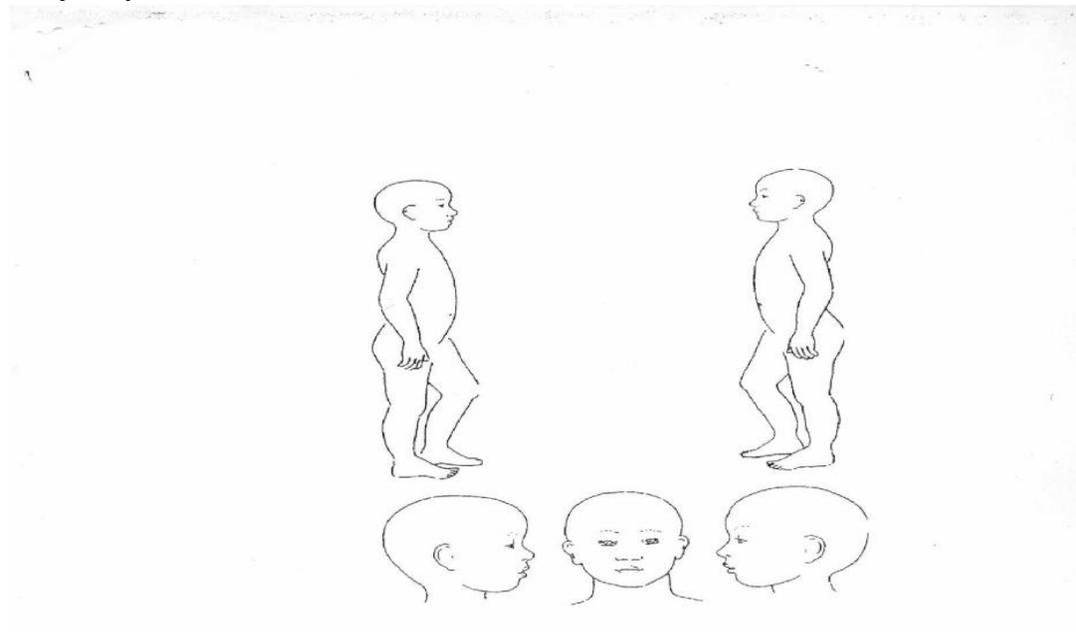
#### **14 Review**

This Policy will be regularly monitored and reviewed by the Head Teacher and Governing Body.

Appendix 1

School: \_\_\_\_\_

Body Map:



Details of injuries as marked on Body Map:

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Body Map Completed By:

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Head Teachers Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix 2

### **Recording Accidents/Incidents**

#### **Pupil Accident**

1. For a pupil injury the First Aider will complete the electronic Medical Tracker.
2. Parents/carers will receive an electronic notification if their child has received first aid during the school day.
3. If any accident form is completed as a result of a negative incident, staff to ensure the "Accident Book completed" box is ticked on SLEUTH.

#### **Staff Accident**

1. For a minor injury, staff to complete the Staff and Visitors Accident Log which is kept in the admin corridor.
2. For a serious injury, requiring a hospital visit, a RIDDOR form will need to be completed.
3. If any accident form is completed as a result of a negative incident, staff to ensure the "Accident Book completed" box is ticked on SLEUTH.