



Policy for Positive Handling of Pupils

Clover Hill VA Infant and Nursery and St Michael's VA Junior Schools recognise that there are occasions when the use of reasonable force to intervene or restrain pupils is necessary. This policy is intended to raise staff awareness of the possibility of such occasions and assist staff in preparing and planning a response if such action is required.

Definitions:

Control means either passive physical contact, such as standing between pupils or blocking a pupil's path, or active physical contact such as guiding a pupil by the arm out of a classroom.

Restraint means to hold back physically or to bring a pupil under control.

It is typically used in more extreme circumstances, for example when two pupils are fighting and refuse to separate without physical intervention.

Reasonable means using no more force than is required.

When using physical intervention and restraint, professions should have consideration for what is **reasonable**, **proportionate** and **necessary** and **in the best interests of the child**.

Objectives of using reasonable force:

- The key objective in using any form of force or restraint is to maintain the safety of pupils and staff
- Secondly, the use of force or restraint may be used to prevent serious breaches of school discipline.
- Thirdly the use of force or restraint may be used to prevent serious damage to property.

Minimising the need to use reasonable force:

All staff should work together to:

- Create a calm environment that minimises the risk of incidents that might require using force.
- Use Restorative Approaches and Social and Emotional Aspects of Learning (SEAL) approaches to teach pupils how to manage conflict and strong feelings.
- De-escalate incidents as they arise.
- Only use force when the risks involved in doing so are outweighed by the risks involved in not using force.

Staff authorised to use reasonable force:

Normally, only those staff who have been trained in 'Safe Handling Techniques' will restrain pupils. However, all employees in the All Angels' Federation are authorised by the Headteacher to use reasonable force to physically intervene or restrain pupils should the need arise and a fully trained staff member is unavailable. This will be in extreme circumstances where death or dismemberment could arise from lack of intervention.



When reasonable force can be used:

Reasonable force can be used to prevent pupils:

- **from hurting themselves or others**
- **from damaging property**
- **from causing disorder**

but must always be reasonable, proportionate and necessary.

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 following list is not exhaustive but provides some examples of situations where reasonable force may be used.

- To remove disruptive children from the classroom where they have refused to follow an instruction to do so
- To prevent a pupil behaving in a way that disrupts a school event or a school trip or visit
- To 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
- To prevent a pupil from attacking a member of staff or another pupil, or to stop a fight in the playground
- To restrain a pupil at risk of harming themselves through physical outbursts.
- Force will never be used as a punishment - this is always unlawful.

Application of force

Only the minimum force necessary should be used. Listed below are examples of force that may be used but no form of restraint should be used that is likely to injure the pupil (particularly anything that could constrict breathing), other than in extreme emergencies and where there is no viable alternative.

As far as possible, staff should not use force unless, or until, another responsible adult is present to support, observe and call for assistance.

The following are examples of 'force' that may be used in exceptional circumstances:

- Physical interposing between pupils
- Blocking a pupil's path
- Leading a pupil by the hand or arm
- Ushering a pupil away by placing a hand in the centre of the back
- In more extreme circumstances using restrictive holds ('Positive Handling')

Practical Considerations

Before intervening physically the member of staff will, wherever practicable, tell the pupil who is misbehaving to stop, and what will happen if he/she does not.



The member of staff should continue attempting to communicate with the pupil throughout the incident, and should make it clear that physical contact or restraint will stop as soon as it ceases to be necessary. A calm and measured approach to a situation is needed and staff should never give the impression that they have lost their temper, or are acting out of anger or frustration, or to punish a pupil.

The member of staff should not intervene in an incident without help if he/she believes that there is the risk of personal injury. The age and level of understanding of the pupil and the severity of the incident are important factors to consider. Staff must always bear in mind their legal duty to make reasonable adjustments for disabled children and children with SEN, as described in more detail in the Behaviour and Relationship Policy.

Recording Incidents

All incidents which necessitate the use of force to control pupils **must be recorded** by the staff member/s involved as soon as possible and the Headteacher must always be given a copy. Staff may find it helpful to seek advice from a senior colleague or a representative when compiling a report. A copy of the report should also be kept in the child's section of the class pastoral/behaviour file.

Parents will always be informed of such incidents on the same day.

Post-incident support

Serious incidents that require the use of force can be upsetting for all concerned and may result in injuries to the pupil or staff. Immediate action will be taken to ensure first aid or medical support is administered. It is also important that staff and pupils are given emotional support. This includes children who may have witnessed the incident. Class teachers will use their professional judgement in deciding how to respond, eg through Circle Time or individual support.

The parents of the pupil involved will be included in discussions about further actions and support. An Individual Behaviour Plan will be set up if the child does not already have one. The plan will include strategies to prevent and deal with the recurrence of incidents requiring the use of force.

The Headteacher will decide in consultation with the Pupil Support Service, SENCO and senior teachers whether multi-agency partners need to be involved, eg CAMHS or Children's Services.

The pupil will be required to recognise and repair the damage caused, whether emotional or physical, including to relationships with staff and pupils affected by the incident, and to develop their social and emotional skills. Restorative approaches will be used to support all pupils. In some cases the decision may be taken to exclude the pupil.

Support and Training

Training in Safe Handling techniques will be provided bi-annually for the staff most likely to need to use force.

Staff will be kept informed about pupils who may be at risk to themselves or others through the SEN records, Pupil Support Service and through discussion with relevant staff members. Those children seen as presenting particular risk will have



individual programmes drawn up which will include targets and strategies. They may include input from external services together with further suggested strategies. Parents will be kept informed of the pupil's needs and how we are trying to support the pupil. A Pastoral Support Programme may also have been drawn up, especially if the pupil is in danger of exclusion.

Dealing with complaints and allegations

We will take all possible steps to safeguard our children and to ensure that the adults in our school are safe to work with children. We will always ensure that the procedures outlined in [Norfolk Safeguarding Children Board Protocol: Allegations Against Persons who Work with Children](#) and Part 4 of ['Keeping Children Safe in Education'](#), DfE (September 2016) are adhered to and will seek appropriate advice from the Local Authority Designated Officer (LADO). The LADO can be contacted on 01603 223473.

Other complaints will be dealt with under the school's Complaints Procedure.

It is not illegal to touch a pupil. The school Safeguarding Policy outlines circumstances when it is deemed proper and necessary to have physical contact with children e.g., during PE lessons, giving First Aid, dealing with young distressed children and children with Special Educational Needs.

Teachers will use their own professional judgement when they feel a pupil needs this kind of support.

Monitoring, evaluation and review

The Policy was adopted by the Full Governing Body initially in September 2014. The Policy is available to staff and Governors on the school server and the school website. Hard copies are available from the School Office.

The Policy will be brought to the attention of all staff, parents and pupils in September each year. It will be reviewed every two years.

The next review will take place in September 2018