

# Physical restraint

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## 1 Policy Statement

1.1 Hampshire Collegiate School is committed to safeguarding the well-being of pupils and staff and, in line with relevant legislation, only permits physical restraint by reasonable and non-injurious means. Physical restraint is used only when immediately necessary for the minimum time necessary to prevent injury to self or others or very serious damage to property. Any incident involving the use of restraint is recorded in writing and notified to the Headmaster.

1.2 Hampshire Collegiate School seeks to implement this policy through adherence to the procedures set out in the rest of this document.

1.3 This policy applies to all members of our school community, including boarders and those in our EYFS setting.

1.4 Hampshire Collegiate School is fully committed to ensuring that the application of this policy is non-discriminatory in line with the UK Equality Act (2010). Further details are available in the School's Equal Opportunity Policy document.

1.5 This policy is available to relevant parties in accordance with our statement on the provision of information.

1.6 In line with our Provision of Information policy, this document is available to all interested parties on our website (as well as our Network) and on request from the Headmaster's Office and should be read in conjunction with the following documents:

- The Child Protection (Safeguarding) Policy
- Staff Code of Conduct
- The Anti-Bullying Policy
- Behaviour and Discipline Policy

## 2 Key Personnel

Implementation of the Physical Restraint (Use of Reasonable Force) Policy is the responsibility of Leah Goodey in the Senior School and Sarah Phillips in the Prep School, including EYFS.

## 3 Definition

3.1 Physical restraint is the positive application of force in order to protect/prevent a pupil from causing injury to him/herself or others or seriously damaging property.

3.2 Injury means 'significant injury'; this would include actual or grievous bodily harm, physical or sexual abuse, risking the lives of, or injury to themselves or others, by wilful or reckless behaviour, and self-poisoning.

3.3 It must be shown that on any occasion where physical restraint is used there were strong indications that if immediate action had not been taken, injury would have followed.

3.4 All members of school staff have a legal power<sup>1</sup> to use 'reasonable force'<sup>2</sup>.

3.5 Although not exhaustive, the following list provides examples of situations where reasonable force can be used to:

- remove disruptive children from the classroom where they have refused to follow an instruction to do so;
- prevent a pupil behaving in a way that disrupts a school event or a school trip or visit;
- 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 a member of staff or another pupil, or to stop a fight in the playground;
- and restrain a pupil at risk of harming themselves through physical outbursts.

## 4 Guidelines for the Use of Physical Restraint

4.1 Staff should not hesitate to act in an emergency, provided they follow the guidelines in this policy. However, they should always satisfy themselves that the action they take would be considered justifiable by a wider audience of professional colleagues.

4.2 In any application of physical restraint, the minimum reasonable force should be used to calm down the situation. Help should be summoned from colleagues; pupils should **never** be involved in restraint.

4.3 'Reasonable in the circumstances' means using no more than is needed.

4.4 The pupil should be approached calmly but firmly. Where possible, the consequences of refusing to stop the behaviour should be explained and it should be communicated to the pupil that physical contact or restraint will stop as soon as it ceases to be necessary. A calm and measured approach is required by staff throughout.

4.5 Corporal punishment is not permitted under any circumstance. This includes the administration of corporal punishment during any activity, whether or not within the school premises. The prohibition applies to all members of staff, including those involved in loco parentis such as unpaid, volunteer supervisors.

4.6 The method of restraint employed must use the minimum force for the minimum time and must observe the following.

Restraint must not:

- Involve hurting the pupil
- Involve deliberately inflicting pain on the pupil
- Restrict the pupil's breathing
- Involve contact with sexually sensitive areas

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<sup>1</sup> Power can also apply to people whom the Principal has temporarily put in charge of pupils such as unpaid volunteers or parents accompanying students on a school-organised visit.

<sup>2</sup> Section 93. Education and Inspections Act, 2006

During any incident the person restraining should:

- Offer verbal reassurance to the pupil
- Cause the minimum level of restriction of movement
- Reduce the danger of any accidental injury

Physical restraint can be:

- Partial – restricting and preventing particular movements
- Total – as in the case of immobilisation

Physical intervention can take several forms and may involve staff:

- Physically interposing between pupils
- Blocking a pupil's path
- Holding
- Pushing
- Pulling
- Leading a pupil by the hand or arm
- Shepherding a pupil away by placing a hand in the centre of the back, or in extreme circumstances using more restrictive holds.

**Do:**

- Summon help
- Be aware of any feelings of anger
- Continue to talk to the pupil in a calm way
- Provide a soft surface if possible
- Be aware of any accessories worn by you or the pupil

**Don't:**

- Try to manage on your own
- Stop talking, even if the pupil does not reply
- Straddle the pupil
- Push arms up the back
- Touch the pupil near the throat or head
- Put pressure on joints
- Hold pupil's arms down by their side

#### **4.7 Using force**

A panel of experts identified that certain restraint techniques presented an unacceptable risk when used on children and young people. The techniques in question are:

- the 'seated double embrace' which involves two members of staff forcing a person into a sitting position and leaning them forward, while a third monitors breathing;

- the 'double basket-hold' which involves holding a person's arms across their chest;
- and the 'nose distraction technique' which involves a sharp upward jab under the nose.

## 5 Recording Incidents

5.1 It is a requirement that a written record is kept on any occasion when physical restraint is used: the member of staff concerned must advise the Headmaster or a member of the Senior Leadership Team immediately following an incident and provide a written report as soon as possible afterwards using the "Physical Restraint Report Form" available on the Staff Handbook and attached as an appendix to this document.

5.2 The report should include:

- The name(s) of the pupil(s) involved
- When and where the incident took place
- The name(s) of any other staff or pupils who witnessed the incident
- The reason the physical restraint was necessary
- How the incident began and progressed
- The pupil's(s') response and the outcome of the incident
- Details of any injury suffered by the pupil/another pupil/member of staff and any damage to property.

5.3 Staff may find it helpful to seek advice from their professional association or a member of the Senior Leadership Team when writing a report.

5.4 The Headmaster will keep a physical restraint log and the Head of Section or a member of SLT will inform the parents of the pupil restrained following any incident.

Appendix 1: Physical Restraint Report Form

**Physical Restraint Report Form**

**This form must be returned to the Headmaster**

Name of pupil(s) restrained	
Date of the incident	
Time of the incident	
Location of the incident	
Name of the person who restrained	
Name of other staff or pupils who witnessed the incident	
The reason the physical restraint was necessary	
How the incident began and progressed	
The pupil's response and the outcome of the incident	
Details of any injuries suffered to pupil / another pupil / member of staff	
Details of any damage to property	

Record of the pupil's views about the physical intervention

Pupil's Signature and date

Reporter's Signature and date

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