

# Christ Church Charnock Richard C.E. Primary School

*Inspired to learn, grow and flourish within our Christian family*



## Policy for the Care and Control of pupils (use of reasonable force)

Reviewed and updated September 2019

At Christ Church Charnock Richard our core Christian values and ethos define all we do.

Our vision and mission statement underpin our curriculum intent and purpose.

***‘Inspired to learn, grow and flourish within our Christian family’***

**Firmly rooted in Philippians 4:13 ‘I can do all things because Christ gives me strength’ which encompasses all we do at Christ Church to develop happy, resilient and confident children who thrive in body, mind and spirit.**



We are extremely proud of our curriculum here at Christ Church and we pride ourselves on providing high quality learning that offers challenge and fun. Our enriched curriculum has been developed over three years considering the needs of our children at our school and ensuring that all children are able to thrive.

We believe that relationships are essential to ensure effective teaching and learning and all members of our community invest time in building meaningful relationships with one another. We have high expectations for all and want everyone to be

‘Inspired to learn, grow and flourish’.

We provide a broad and balanced curriculum with carefully planned additional learning opportunities to support the personal and social development of our children. In particular we focus on developing the characteristics of confidence persistence getting along organisation and resilience.

As a school community we believe that our curriculum ensures

All children are fluent and effective readers allowing them to read for pleasure and access the wider curriculum.

All children develop efficient mathematical methods and skills to allow them to use and apply these skills in the real world

## **Care & Control Policy**

### **Introduction**

This policy has been prepared for the support of all teaching and support staff who come into contact with pupils and for volunteers working within the school to explain the school's arrangements for care and control. The need for clear policy guidelines has arisen from two inter-related sources. Firstly the publication of DfEE circular 10/98 section 550A of the Education Act 1996 – 'The Use of Force to Control or Restrain Pupils' and secondly, the Children's Act 1989.

The Policy should be considered in the context of the school's policy on Behaviour Management, which strives to promote the emotional, social, physical and intellectual well being of all children entrusted to our care.

It was prepared after discussion with staff during the Summer & Autumn Terms 2000 and was accepted by the Governing Body. The responsible person for the implementation of the policy is the Headteacher. The policy will be reviewed bi- annually by the Headteacher, staff and the Governing Body.

### **Purpose of policy**

Good personal and professional relationships between staff and children are vital to ensure good order in school. We recognise that the vast majority of children in our school behave very well and conform to the expectations of the school and community. Schools have a responsibility to ensure that good behaviour is valued and that circumstances within the school are geared to enhancing each individual's own sense of value and worth.

This policy acts as a guide to staff in their Care and Control of children at Christ Church Charnock Richard C.E. Primary School. It acknowledges that in exceptional circumstances, staff may need to take action in situations where the use of reasonable force (physical intervention) may be required.

**Use of reasonable force** (from DfE 'Ensuring Good behaviour in schools' 2012)

All school staff have the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others or damaging property, and to maintain good order and discipline in the classroom.

Every effort will be made to ensure that all staff in this school:

- Clearly understand this policy and their responsibilities in the context of their duty of care in taking appropriate measures where reasonable force (physical intervention) is necessary.
- Are provided with appropriate training to deal with these difficult situations.

The policy and guidance provides all staff charged with responsibility for the care and control of children with the legal framework in which they must operate. It also sets out to define the circumstances in which staff may judge it necessary and appropriate to use the application of reasonable force (physical intervention) to control or restrain a child. Provided staff have acted within the guidelines of our policy and procedures on Care and Control – the Headteacher, Governors and Lancashire Education Authority would support their actions

### **Aims**

- To enable each child to fulfil his/her potential within a safe, secure and supportive environment
- To encourage all children to follow the established Code of Conduct and maintain appropriate standards of behaviour

### **Objectives**

- To ensure the safety and well being of each child
- To ensure the safety and well being of staff or of the general public
- To protect the environment
- To protect the child from causing personal injury to an other or damaging the property of an other
- To prevent the child engaging in any behaviour prejudicial to the maintenance of good order and discipline within the school or among any of its pupils

## Good Practice

1. Physical control of pupils will comply with the education Act 1997 – Section 550A, as outlined in circular 10/98
2. Reasonable force (physical intervention) will be the last resort after all other de-escalation strategies have been unsuccessful
3. Reasonable force (physical intervention) will be used with the minimum external force and the maximum care
4. Staff will use forms of physical control as set out on Page 8 or for individual pupils as agreed with parents and carers
5. All **serious incidents** involving incidents of restrictive physical intervention will be recorded on a Record of Restrictive Physical Intervention (RRPI) form and logged in the Welfare File , (located in the Headteacher's room).
6. Parents will be informed verbally on the same day, if possible, but always by letter within 24 hours

## Definitions

- **Physical Contact** – Situations in which proper physical contact occurs between staff and pupils, e.g. in the care of pupils with learning disabilities, in games/PE, to comfort pupils.
- **Reasonable force (physical intervention)** – This may be used to divert a compliant pupil from a destructive or disruptive action, e.g. guiding or leading a pupil by the hand, arm or shoulder.
- **Physical Restraint** – This will involve the use of restrictive physical restraint when there is an immediate risk to self, other pupils, staff or property. All such incidents must be recorded.

The impact of section 550A on the action taken by teachers and other staff, authorised by the Headteacher to have control or charge of pupils, is that they are **expected** to use reasonable force to prevent a child or young person from doing or continuing to do any of the following:

- 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)
- Injuring themselves or others
- Causing damage to property (including pupils own property)
- Engaging in behaviour prejudicial to maintaining good order and discipline at school or among any of its pupils, whether that behaviour occurs in a classroom during a teaching session or elsewhere

The provision applies when a teacher or authorised person is on the school premises and when he/she has lawful control of the children concerned elsewhere e.g. on a field trip or other organised out of school activity.

### **Types of incidents**

There are a variety of instances where the use of reasonable force (physical intervention) might be appropriate / necessary to control or restrain a child or young person.

Generally there will be three main categories:

1. Where action is necessary in **self defence** or because there is **an imminent risk of injury**, for example:
  - A pupil assaults a member of staff, another pupil or is self harming
  - Pupils are fighting
2. Where there is a developing **risk of injury**, or **significant damage to property**, for example:
  - A pupil is engaged in, or is on the verge of committing deliberate damage to property

- A pupil is causing, or is at risk of causing injury or damage by accident by rough play, out of control behaviour or the misuse of objects
  - A pupil is running in a corridor or on a stairway in a way in which he/she might have or cause an accident likely to injure him/her self or others
  - A pupil tries to leave the school without permission and such an action is judged to put them at risk within the community.( Also see Missing Child Policy)
3. Where a pupil is **behaving in a way that is compromising good order and discipline**, for example:
- A pupil persistently refuses to obey an instruction to leave the classroom
  - A pupil behaving in a way that is seriously disrupting a lesson i.e. that learning is becoming impossible for other members of the class

Where the school is aware that a child is likely to behave in a way that may require the use of reasonable force (physical intervention), it is essential to plan how to respond if and when the need arises. Such Individual Care Plans or Behaviour Agreements need to address:

- Managing the pupil (strategies to de-escalate the conflict, what reasonable force to be used and what forms of words are most likely to lead to calm).
- The involvement of the child and their parents/carers in the plan, thus ensuring all parties are clear about what action will be taken and why.
- Staff awareness of the plan and their part in it.
- Planning where appropriate how additional support can be summoned in the event of the plan being used
- Ensuring that the individual needs of the child are taken into account

**It is very important to acknowledge that the vast majority of behaviour, not meeting expectations, is responded to through**

**management strategies that do not rely on reasonable force (physical intervention).**

### **Authorised Staff**

At Christ Church Charnock Richard C.E. Primary School all teaching staff (including TAs) are authorised to use reasonable force (physical intervention).

Authorisation is NOT given to volunteers, parents or Supply teachers. Those whom the Headteacher has not authorised will be told what steps to follow in the case of an incident where control or restraint is needed, e.g. to contact an authorised member of staff immediately. From time to time authorised staff will, perhaps, not be able to carry out these duties for medical reasons.

**Local Authority staff working within school** – Support Services have their own policies of care and control of pupils but service staff will, whilst on school premises, be expected to be aware of and operate within the policy of the school.

### **Strategies for de-escalating challenging behaviour**

Staff consistently use positive strategies to encourage acceptable behaviour and good order. Every effort will be made to resolve conflicts positively and with out harm to pupils or staff, property, building or the environment. Where unacceptable behaviour threatens good order and discipline and provokes intervention initially the school Behaviour and Discipline Policy should be followed and then, some or all of the following approaches should be taken according to the circumstances of the incident:

- **Verbal** acknowledgement of unacceptable behaviour with requests for the pupil to refrain; (this includes negotiation, care and concern)
- **Further verbal** reprimand stating:
  - that this is the second request for compliance
  - an explanation of why observed behaviour is unacceptable
  - an explanation of what will happen if the unacceptable behaviour continues



- **Warnings of intention** to intervene physically and that this will cease when the pupils complies. If possible summon assistance.
- **Use of reasonable force (physical intervention).**

### **Acceptable measures in the use of reasonable force (physical intervention)**

The use of any degree of force can only be deemed reasonable if:

- It is warranted by the particular circumstances of the incident
- It is delivered in accordance with the seriousness of the incident and the consequences which it is desired to prevent
- It is carried out as the minimum to achieve the desired result
- The age, understanding and gender of the pupil are taken into account
- It is likely to achieve the desired result
- Wherever possible assistance should be sought from another member of staff before intervening.

**Reasonable force (physical intervention) uses the minimum degree of force necessary for the shortest period of time to prevent a pupil harming him/herself, others or property.**

Reasonable force (Physical intervention) may involve staff:

- Physically interposing themselves between pupils
- Blocking a pupils path
- Escorting a pupil compliantly
- Shepherding a pupil away compliantly

- In extreme circumstances, staff may need to use more restrictive intervention techniques – normally with prior agreement from parents or carers

## **Recording**

Where reasonable force (physical intervention) has been used to manage a pupil's behaviour, a record of the incident may need to be kept. Where reasonable force (physical intervention) involving restricting a pupil has been used a Record of Restrictive Physical Intervention form (RRPI form) will be completed. Details will include:

- How the incident developed
- Attempts made to calm the situation
- Names of any staff or pupils who witnessed the incident
- The outcome of the incident, including any injuries sustained, by any pupil or member of staff
- Any damage to property which resulted
- Whether/how parents have been informed
- After investigation, a summary of actions taken

Staff may find it helpful to seek advice from a Senior colleague or representative of their professional association/union when compiling a report. They should also keep a copy of the report.

A brief report should be recorded in the **Welfare File**, which will include:

- Name of pupil
- Date, time and place of incident
- Reference to details on the RRPI form

The Incident Book report should be completed as soon as possible after the incident, normally prior to staff going off duty and be signed by all staff involved and the Headteacher.

After the review of the incident, copies of the RRPI form will be placed on the pupil's file and in the school's general file on the use of reasonable force. A Health and Safety Accident/Incident form (HS1) will be completed and returned to the Authority.

Where staff have been involved in an incident involving reasonable force (physical intervention) they should have access to counselling and support. Within the school, this will be made available through the Headteacher. Staff may also contact the Directorate Stress line and/or the County Council's Welfare and Counselling Section.

### **Action after an incident**

The Headteacher will ensure that each incident is reviewed and investigated further as required. If further action is required in relation to a member of staff or a pupil, this will be pursued through the appropriate procedure:

- Child protection procedure (this may involve investigations by the Police and/or Social Services)
- Staff Facing Allegations of Abuse Procedure
- Staff or Pupil Disciplinary Procedure
- School Behaviour Policy
- Exclusions Procedure

The member of staff will be kept informed of any action taken.

In the case of any action concerning a member of staff, he/she will be advised to seek advice from his/her professional association/union

### **Complaints**

The availability of a clear policy about reasonable force and early involvement of parents should reduce the likelihood of complaints but may not eliminate them.

Any complaints about staff will be dealt with under the School's Complaints About Staff Procedure.

The Chair of Governors will be informed of complaints but other governors will not be involved as a complaint may require further action on their part.

### **Monitoring of incidents**

Whenever a member of staff has occasion to use reasonable force (physical intervention), this will almost always be recorded and documented. Monitoring of incidents will help to ensure that staff are following the correct procedures and will alert the Headteacher to the needs of any pupil(s) whose behaviour can only be contained by the use of reasonable force (physical intervention).

The process will also address patterns of incidents and evaluate trends that may be emerging.

After discussion we agreed that the following techniques would be adopted at Christ Church.

Other reasonable force techniques and explanations :

<b>Hand hold</b>	Child walks calmly and co-operatively with staff away from situation holding the hand of the adult.
<b>Calm Stop</b>	Placing open hands against upper outer arms of pupil to calm the pupil
<b>Upper shoulder small child guide</b>	Child is gently guided by adult who places hands gently on the child's shoulders in a reassuring manner.
<b>Finger wrap</b>	Adult wraps hand round child's fingers to prevent child from scratching, nipping or poking.
<b>Controlled release</b>	Used when staff judge that continuing to 'handle' a child presents more risk of harm than release.

This policy should be read in conjunction with the following school policies:

Equal Opportunities, Race Equality, Disability Discrimination, Education of Looked After Children, Child Protection, Special Educational Needs, Behaviour Management, Community Cohesion, Confidentiality and Inclusion Missing Child Policy.

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