

Hose Church of England Primary School



Positive Handling Policy

"Whatever you do, work at it with all your heart" Colossians 3.23.

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Policy written by: Headteacher

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Context

At Hose Church of England Primary School, we are committed to a positive behaviour policy which encourages children to make positive behaviour choices (see Pupil Behaviour Policy). We do however recognise that children sometimes do make the wrong choices. On rare occasions this may result in a situation that requires some form of physical intervention by staff. Our policy for physical intervention is based upon the following principles:-

Physical intervention should be used only as a last resort when other appropriate strategies have failed.

- Physical intervention should be used only as a last resort when other appropriate strategies have failed.
- Any physical contact should be only the minimum required.
- Physical intervention must be used in ways that maintain the safety and dignity of all concerned.
- Incidents must be recorded and reported to the Head Teacher as soon as possible
- Parents will be informed of each incident

The Education and Inspections Act 2006 establishes the power of teachers and other staff to use **reasonable force** to prevent a pupil from doing or continuing to do any of the following;

- Self injuring
- Causing injury to others
- Committing a criminal offence
- Engaging in any behaviour prejudicial to maintaining good order and discipline.

Hose Church of England Primary School recognises that there is a need, reflected by this act, to intervene when there is an obvious risk of safety to its' pupils, staff and property.

This Positive Handling Policy should be considered alongside other relevant policies in the school, specifically those involving behaviour, bullying, child protection and health and safety.

Purpose of This Policy

Good personal and professional relationships between staff and pupils are vital to ensure good order in our school.

We recognise that the vast majority of our pupils respond positively to the Behaviour Policy that operates in school. This ensures the well-being and safety of all pupils and staff in our setting.

It is also recognised that in exceptional circumstances, staff may need to take action in situations where extreme challenging behaviour is compromising the safety and well-being of the pupil themselves and/or other staff and pupils in school.

Hose Church of England Primary School acknowledges that physical handling techniques are only part of a whole school approach to behaviour management and should be used **only as a last resort** in line with the DfE advice.

There must also be recognition of the distinction between appropriate physical contact used in everyday situations to support, encourage, guide or comfort and the use of physical intervention to disengage pupils whose behaviour is posing a threat to themselves or others.

Implications of This Policy

Types of incident where the use of physical handling techniques may be necessary are:

- **Action where a pupil places themselves at risk.**
- **Action where a pupil places other pupils or staff at risk.**
- **Action leading to serious damage to property.**
- **Action where a pupil is compromising good order and discipline.**

Staff have a responsibility to seek alternative strategies wherever possible in order to prevent the need for physical intervention. Creating a calm learning environment that minimises the risk of incidents that may require using force and using social and emotional aspects of learning approaches to teach pupils how to manage conflict and feelings of strong emotion are two examples of strategies used at Hose Church of England Primary School.

As endorsed in the school's Behaviour Policy and outlined in our Behaviour Curriculum, staff utilise consistent positive strategies to encourage acceptable behaviour and good order. Our approach includes an understanding of personal space, body language and a personal safety curriculum as well as safe physical handling techniques. Every effort will be made to resolve conflicts positively and without harm to pupils, staff or property.

"Reasonable force" will only be used as a last resort when all other behaviour management strategies have failed or when pupils, staff or property are at risk. See:

[Use of Reasonable Force – Advice for Headteachers, staff and Governing Bodies."](#) DFE July 2013

Strategies for Dealing with Challenging Behaviour

Before any physical intervention:

- Try to de-escalate the situation by explaining that you understand how they feel and want to help
- Try to distract the pupil
- Provide choices so that the pupil can see a way out
- Remind pupils of strategies they can employ/have practised
- Suggest a safe place to go and calm down

Where this doesn't work and unacceptable behaviour threatens good order and there is a risk of harm, some or all of the following approaches should then be taken according to the circumstances.

- Ask the pupil to behave appropriately, clearly stating the desired behaviour.
- Tell the pupil that physical intervention will take place if inappropriate behaviour continues.
- Intervene in a measured way using physical intervention – reasonable force used to prevent a child harming him/herself, others or property.

Positive Handling Plans

Risk management is regarded as an integral part of behaviour management planning. All pupils who have been identified as presenting a risk should have a Positive Handling Plan (see appendix 1). The plan details any strategies which have been found to be effective for that individual, along with any particular responses which are not recommended. If particular physical techniques have been found to be effective they should be named, along with

alerts to any which have proved ineffective or which caused problems in the past. Positive Handling Plans should be considered alongside any other planning documents which relate to the pupil. They should take account of age, gender, level of physical, emotional and intellectual development, special need and social context. Positive Handling Plans should result from multi-professional collaboration and be included in a Personal Communication Plan or SEND support plans.

Any member of staff working closely with pupils who have a Positive Handling Plan will be trained in the Team Teach approach by an accredited provider and will be the only staff authorised to use the intervention.

All staff who undertake the Team Teach training are authorised by the HT, that whilst they have control or charge of pupils, they automatically have the statutory power to use force as part of the risk assessment and Positive Handling Plan (PHP). Any child who has potential needs identified due to the use of any incidence of positive handling, must have a PHP in place. Risk assessments are completed against each child when physical restraint may need to be used in the context of identified target behaviours.

General Advice for Staff

- Be sure that you are aware of and complying with the school policy for behaviour and discipline and positive handling procedures.
- It is better to defuse situations wherever possible, as this prevents them from escalating to a level where force is necessary.
- Send for the assistance of another member of staff as soon as possible, using the agreed call-out protocol (Red cards)
- All those involved should be de-briefed after incidents to explore more positive/effective responses to future difficult situations

Responding to Unforeseen Emergencies

Even the best planning systems cannot cover every eventuality and the school recognises that there are unforeseen or emergency situations in which staff have to think on their feet. It is not enough to thoughtlessly apply rules without thinking through the likely consequences. The key principles are that any physical intervention should be:

- In the best interest of the child
- Reasonable and proportionate
- Intended to reduce risk
- The least intrusive and restrictive of those options available which are likely to be effective.

Whenever a physical intervention has to be made there should be a verbal warning. Where possible, staff should always attempt to use diversion or diffusion in preference to physical interventions. They should only use the techniques and methods approved for use in this school.

Recording

The parents/carers should be informed of the incident as soon as possible.

Any incident of restraint, reasonable force or restrictive intervention will be recorded within 24 hours of the use of any measures. This will be recorded in the 'Bound and Numbered Book' which is kept in the office. The incident will also be recorded on CPOMS. In line with GDPR records will be kept for 75 years after the birth of the child. Parents will be informed as soon as practicable when any incident of restraint, reasonable force or restrictive intervention has been used on their child. The parent will be encouraged as soon as practicable to sign and date that they have been informed on the 'responsible parent' line of the book.

In the event of any future complaint or allegation this record will provide essential and accurate information.

A copy should be filed in the child's appropriate file and in a central school file in order to inform individual and school risk assessments. A member of the leadership team will contact parents as soon as possible after an incident, normally on the same day, to inform them of the actions that were taken and why, and to provide them with an opportunity to discuss it.

The Head teacher 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 pupil, this will be pursued through the appropriate procedure.

If possible, all staff and children involved will undertake a de-brief meeting with the Head teacher. The de-brief will include discussing what led up to the incident, the incident itself, what will happen next and lessons learned from the incident. This gives an opportunity to re-build relationships so that all parties are able to re-focus on the learning and the reason why we are in school.

Complaints and Allegations

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 investigated through the [School's Complaints Policy](#) and can be found on our school website. If necessary the complaint will be dealt with by the Staff Disciplinary Procedures and/or Child Protection Procedures.

Post-Incident Support

Incidents that require use of restrictive physical interventions can be upsetting to all concerned and could result in injuries to the child or staff. After incidents have subsided, it is important to ensure that staff and children are given emotional support and basic first aid treatment for any injuries. Immediate action should, of course, be taken to ensure that medical help is accessed for any injuries that require other than basic first aid. All injuries should be reported and recorded in accordance with school procedures. The school should take action to report any serious injuries to staff or students in accordance with LA guidelines (see First Aid and Medicines Policy and Practice).

We need to consider:

- thoughts, feeling, emotions,
- emotional 'first aid'

Step 1 – Immediate 'Are you ok' This should occur before people leave to go home.

Step 2 – De-briefing checking people have adjusted to an emotionally difficult event. This should occur within 48 hours.

Step 3 – Counselling: formal support. Support is available when requested by a member of staff, however it is not imposed.

Post Incident Review

Focus on actions and behaviours:

- Who did what, when, why, how?
- What was the outcome?
- What does it tell us about what we already know about the young person?
- What have we learnt and what or how does this inform our practice?

Monitoring use of Restrictive Physical Interventions

Use of physical intervention in school is monitored in order to help staff learn from experience, promote the well-being of children in their care, and provide a basis for appropriate support. Monitoring can help the school to determine what specialist help is needed for children and to assess the appropriateness of the child's placement at the school. The use of physical intervention is monitored and evaluated regularly. Individual pupil risk assessments and Positive Handling Plans are reviewed annually.

Other Relevant Policies

This policy should be read in conjunction with the school:

- Behaviour Policy
- Behaviour Curriculum
- Health & Safety Policy
- Child Protection and Safeguarding Policy
- Anti-Bullying Policy (including Child Friendly Version)
- SEND Policy

Policy Review

This policy will be reviewed annually by the Head teacher and approved by the Head teacher and Governing Body.

Appendix 1

Positive Handling Plan

Name		Date of Birth		Date Written	
<i>Outline triggers / behaviours / situations likely to result in the need for physical intervention:</i> <i>What is the behaviour like?</i> <i>When does it occur?</i> <i>Where does it occur?</i>					
De-escalation strategies to be used					
Chill out time		Distraction		State alternatives / consequences / choices / limits	Praise partial compliance
Give space		Reassure / success reminder		Change of face	Repetition of request
Taking calmly		Countdown		Planned ignorance	Remove stimulus
Verbal advice support		Negotiation		Contingent touch	Humour
Any other strategies that work:					
Type of physical intervention techniques likely to be most successful					
Staff Involved					

Views of parents / carers	
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Views of the child	
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Signature of Agreement	Date
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Parent / Guardian		
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Head teacher		
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Class teacher		
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