



Bishop Bridgeman Church of England Primary School

Physical Intervention Policy

This policy follows the agreed 'Challenging Behaviour and Physical Intervention' policy format for Schools in Bolton.

This policy has been drawn up to protect pupils, staff and others within Bishop Bridgeman Church of England Primary School, in line with recommendations in current guidance:

1. Education and Inspections Act 2006 (Section 93).
2. DFE Use of Reasonable Force (July 2013).

At Bishop Bridgeman we expect that:

Excellent relationships with pupils will be established and maintained. This will be the primary way of encouraging positive behaviour and pupil progress. This involves high expectations of pupils, treating pupils with dignity and respect at all times, rewarding good behaviour and encouraging independence and self-regulation of challenging behaviours. Respect for other people and their property is central to these concepts and staff should always be aware of their responsibility as role models for pupils.

Difficult situations will be managed by diversion, diffusion and negotiation, with particular involvement of those staff that know the pupil best.

Physical intervention should not be used other than as a last resort and as part of an agreed Behaviour Management Plan for that individual pupil.

Physical intervention that is excessive or is used as a form of punishment is unacceptable and will be dealt with under the staff disciplinary procedures.

Positive Behaviour Management (see Behaviour Management Policy)

Bishop Bridgeman Church of England Primary School has a positive approach to behaviour management:

- Read body language.
- Read behaviour and assess the situation.

- Intervene early.
- Communicate, "Talk and I'll listen".
- Inform of desired behaviour.
- Use appropriate humour.
- Display CALM stance and body language.
- Talk low, slow and quiet.
- Offer reassurance - including positive physical prompts (contingent touch).
- Divert and distract by introducing another activity.

This approach rewards pupils efforts to build self-esteem by, for example, verbal praise within the class group, pupils taking good work to a senior member of staff, school certificates, Records of Achievement, individual recording charts, assignment of responsibilities, etc.

Parents and other professionals are involved where appropriate to help identify positive rewards that will be of particular significance to individual pupils. Pupils who are known to present challenging behaviours will have detailed Individual Behaviour/Positive Handling Plans.

What constitutes challenging behaviour?

Bishop Bridgeman considers behaviour to be challenging if:

1. The behaviour itself or its frequency, intensity, or duration is inappropriate given a pupil's age and level of development.
2. The behaviour presents a threat to the well being of the pupil and/or other pupils and staff.
3. The behaviour constitutes a significant additional disability to the pupil by interfering with the learning of new skills and/or by restricting access to important learning opportunities for either themselves or others.
4. The behaviour causes significant stress to the individual concerned and/or to those who live and work with or alongside the pupil, and impairs the quality of their lives to an unreasonable degree.
5. The behaviour is contrary to social norms and would be considered to be socially unacceptable, offensive, destructive or disruptive.

Individual Behaviour/Positive Handling Plans

Where a pupil presents concerns, any member of staff can ask for a behaviour meeting to be convened to discuss key issues, by arrangement with the Head or Deputy Head or SLT responsible for Behaviour Management. This will be open to all key members of staff unless specified otherwise.

Other education, health or social services professionals involved with the pupil may be invited to this meeting or provided with a synopsis of the outcomes if unable to attend. Parents may be invited, but in any case must be kept informed of both the strategies being adopted in school and the difficulties experienced by the school.

At the meeting the following issues will be discussed:

1. Positive aspects to the pupils' character, his or her like and dislikes.
2. The specific behaviours that challenge school.
3. Early warning signs of behaviours
4. Strategies, including rewards, de-escalation, diffusion or distraction.
5. Physical handling issues and, where appropriate, completion of the Positive Handling section of the plan.
6. Who should share the outcomes of the meeting, who will be responsible for this and how will it be done?
7. Time-scale for review.

All relevant staff will be kept informed about the agreed strategies for a particular pupil via staff briefing and staff meetings.

Planning appropriate strategies, controlling the environment, setting appropriate expectations, etc., should be the way we positively and pro-actively manage behaviour. The use of physical intervention should be avoided wherever possible.

When physical intervention may be used at Bishop Bridgeman

The staff of the school understand that there may be situations where an unexpected response occurs that is likely to result in one of the following:

- Injury to a person or
- Serious damage to property or
- Serious breakdown of discipline

In these situations it may be necessary to use physical intervention to prevent injury or serious damage to property. However, any use of force must only be by those authorised by the Headteacher and must comply with the above Department for Education documents, this policy, the LA policy and behaviour support plans, and any other relevant school policies.

Authorised Staff

Staff will only be authorised by the Headteacher if they have completed a course of training that has been:

- Approved by the Governing Body.
- Considered and supported by the Local Authority.
- Considered and supported by Health and Social Services.
- Approved by the British Institute of Learning Difficulties.

The following training methods are currently acceptable:

- Team Teach Training. Bishop

Bridgeman staff will be undergoing team teach training in September 2015

A list of authorised staff can be found in the safeguarding training log.

Risk Assessment & Planning for the Use of Reasonable Force What constitutes "reasonable force"?

The decision to plan the use of reasonable force, and subsequent risk assessment, must include reference to:

- The seriousness of the incident; i.e. is there likely to be injury to a person, serious damage to property or a serious breakdown of discipline?
- Is there any other strategy that could be used? The relative risks of using physical intervention must also be compared with other possible strategies.
- The age, cultural background, gender, stature and medical history of the pupil concerned.
- The application of gradually increasing or decreasing levels of force in response to the persons' behaviour, always encouraging the individual to take control of their own behaviour. Clearly it is not expected that injuries should result from use of reasonable force. However, the presence of injuries following use of reasonable force does not, in itself, provide evidence of unacceptable practice.

Unacceptable practices

These include practices that might expose pupils or staff to foreseeable risk of injury or psychological distress. Examples (not a full list) include:

- Any form of hitting/slapping.
- Withdrawal of food or drink.
- Verbal bullying/shouting or persistent criticism.
- Any form of holding not included in Team Teach training.

The distinction between DfE/DH guidance of July 2002 notes the importance of understanding the difference between i-iii below. It is important that correct language is used when reporting incidents:

- i. **Seclusion** Where a pupil is forced to spend time alone against their will. This is unacceptable practice.
- ii. **Time out** Which involves restricting the pupil's access to all positive reinforcement as part of a behavioural programme.
- iii. **Withdrawal** which involves removing the pupil from a situation which causes anxiety or distress to a location where they can be continuously observed and supported until they are ready to resume their usual activities.

Use of Reasonable Force in Unforeseen and Emergency Situations

Planned physical intervention is where an incident is foreseeable; emergency intervention occurs where the incident cannot reasonably be anticipated. In this situation:

- Before using physical intervention, diversion or diffusion should be attempted.
- Any techniques used must be within the training provided by school.

Where an emergency situation has arisen, a Physical Intervention record form must be completed and a Behaviour Meeting must be held as soon as possible after the incident to ensure future strategies and interventions are coordinated and planned.

Post-incident Support First Aid Procedures

Staff who have First Aid responsibilities are indicated in the Staff Handbook and on signs visible around school. The safety of all should always be the priority before, during and after incidents of challenging behaviour.

Staff

As staff, we can expect, at times, to come across some incidents of challenging behaviour. However, some incidents are so intense that they can cause considerable and understandable stress and/or injury to staff. Whenever staff are injured or traumatised by an incident, they

should not return to the stressful situation until they have been given time to feel calmer and more confident about going back to class. Staff should feel confident about expressing their feelings after an incident and asking for whatever support they feel they need at that time. Accepting help will be seen as a professional strength, not a weakness. This may have a knock-on effect on other staff and classes, the class team involved, etc., but all staff must be willing to support colleagues who are hurt or distressed.

Pupils

Pupils should be encouraged to understand the consequences of their behaviour wherever possible, and be supported in this through positive reward strategies. Reward strategies and subsequent visual consequences will be appropriate to the age and maturity of pupils within a class and take account of individual pupil motivators. Bishop Bridgeman School does not advocate one system but expects class teams to develop strategies appropriate to the pupils within a class.

Pupils displaying challenging behaviours should be encouraged to take control of their own behaviour as soon as possible. It is vital that all staff working with pupils who have challenging behaviour make themselves aware of the Individual Behaviour/Positive Handling Plan as this will contain information that helps ensure everyone's safety.

Pupils witnessing or being hurt by the challenging behaviour of others should be immediately offered support and comfort. They should be offered the opportunity to discuss their experiences with a familiar member of staff, in whatever way is understandable to them. Parents should be informed if a pupil is hurt or particularly distressed by an incident, but should not be given the name of the pupil with challenging behaviour unless this has been discussed with their parents first.

Families

Parents should receive an accurate and balanced view of their son/daughter's performance at school. This includes being informed of any serious incidents of challenging behaviour, although this should be balanced if, for instance, the pupil has produced some good work that day that parents can also be told about. It is not acceptable to "withhold" information about challenging behaviours from parents because you are concerned about them being distressed. They will be far more distressed if the first they hear of their son/daughter's challenging behaviour is when someone is hurt. Members of the school team will communicate information regarding behaviour in school directly to families.

If families are distressed and require support following an incident, contact with the school Senior Leadership Team will be offered. It may be appropriate to hold a Child in Need meeting.

Reporting and Recording Incidents

It is very important that incidents are recorded. Recording incidents at the time will not only protect staff from allegations of misconduct at a future date, but also will help us all to see any patterns of challenging behaviour and therefore provide information to help understand and reduce incidents.

For Pupils with Positive Handling Agreements

Physical Intervention Record

Completing a PIR (Physical Intervention Record) following an incident provides the opportunity to record all significant details. PIRs should record the situation (date, time, location, staff involved), give a factual account of the incident, which de-escalation strategies have been used as well as specifying any physical intervention techniques.

Multiple Incident Record

Where incidents are so frequent that continually completing forms becomes impractical a multiple incident record can be used to provide the date/time, duration and type of holding. This information can be recorded in a simple list (e.g. the Multiple Incident Record). This system aims to make recording more manageable and prevent under-recording of incidents. However, this is only acceptable when working within an existing Positive Handling Plan.

The records of use of positive handling must be copied to the Headteacher or Deputy Head for recording.

Accident Forms

The accident book and an orange accident form must be completed if there has been an injury (accidental or otherwise) resulting from challenging behaviour. These must be completed whenever injury occurs to staff or pupils - completed forms should be passed to SLT.

If anyone is unsure about completing any forms, they should ask a member of SLT.

Monitoring the Use of Force

The use of physical intervention will be monitored by the SLT responsible for Behaviour Management and this information will be shared with the Head and SLT.

Responding to complaints

It is hoped that conflicts can be resolved informally wherever possible. However, it is possible that the use of physical intervention techniques can lead to allegations of either inappropriate or excessive force. If the complaint relates to the use of force, the matter will be investigated in accordance with Department for Education / LA policy guidelines.

Staff Training

The Governing Body has considered the following training to be appropriate: Team Teach 6 Hour "Foundation" course (see www.team-teach.co.uk) this will take place September 2015.

New staff will be trained as soon as possible after their appointment; this may be with staff from other schools across the local authority. Staff will be updated as per the current recommendations of Team Teach and will be provided with opportunities to practice their skills (e.g. staff using "caring C" to escort pupils around school where necessary, practice skills at staff meetings, etc.).

Ethnicity & Equal Opportunities

Our policy is designed to be culturally appropriate and inclusive of all children. We will aim to avoid any form of racism, sexism and stereotyping.

Partnership with Parents

At Bishop Bridgeman, we strive to build and maintain an atmosphere of mutual respect and dialogue in which the needs of children are paramount. We believe firmly in the need for involvement of parents and carers in the education of their children at Bishop Bridgeman.

Monitoring the Policy

The Governing Body is responsible for ensuring that the school complies with legislation, and that this policy and its related procedures and strategies are implemented.

Dissemination of the Policy

Headteacher, governors, all staff members and health professionals will have access to this policy. Copies are available in school for parents on request.

Last Review: 7th September 2016

New Review: September 2017