



Timothy Hackworth Primary School

‘Respectful and resilient; being the best that we can be’

Use of Restrictive Interventions Policy (including Reasonable Force and Seclusion)

CRC Article 28: All children have the right to a good quality education.

CRC Article 19: All children have the right to be safe.



Date policy approved/adopted:	September 2026
Next review date:	September 2027
Approved by:	Governing Body
Head Teacher signature:	<i>L. Boulton</i>
Governor signature:	<i>P. Crook</i>

Use of Restrictive Interventions Policy (including Reasonable Force and Seclusion)

Date of Policy:	September 2026
Review Date:	September 2027
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Team Teach Trained Staff:	Mrs. L. Boulton Mrs. K. Kozolwski Mrs. N. Nixon Mrs. C. Meadows Mrs. A. Seal Mr. P. Storey

This policy should be read in conjunction with the:

- Convention on the Rights of the Child;
- Safeguarding Policy;
- Restrictive interventions including use of reasonable force, in school (DfE April 2026)
- Behaviour Policy (Respectful Relationships Policy);
- PSHE Relationships Education and Health including Relationships and Sex Education Policy;

- Special Educational Needs and Disabilities (SEND) Policy;
- Suspensions and Exclusions Policy;
- Home School Agreement.

‘Respectful and Resilient: being the best that we can be.’

We are a Rights Respecting Gold Level School.

All policy and practice in Timothy Hackworth Primary School respects children’s dignity.

Our Timothy Hackworth School Vision

May our Rights Respecting School be a happy place for us all to learn; where every one of us is valued and safe in our Timothy Hackworth School Family. May we all be the best that we can be by making a positive difference to each other, our community in Shildon and the wider world in which we all live.

We want our children:

- to be the best that they can be – to have high aspirations of themselves;
- to enjoy coming to school every day, so that they have their right to enjoy learning;
- to make a positive contribution to society;
- to know how to stay safe, to look after themselves and each other;
- to have a positive mindset, to be resilient, and to believe in themselves.

Mission Statement (written by children):

We would like our school, which reflects British Values, to be at the heart of the community, sharing, supporting and learning together with everyone as equals. Our children have the right to high quality learning experiences to help them to be the best that they can be.

We encourage our children to be creative, unique, open-minded and independent individuals, respectful of themselves and of others in our school, our local community and the wider world.

We aim to nurture our children on their journey through life so they can grow into safe, caring, democratic, responsible and tolerant adults who make a positive difference to British Society and to the world.

Values

Ours is a happy school with high hopes and ambitions for all our children and we welcome working in partnership with parents and carers to ensure that everything is done in the best interests of the children at all times.

All of our staff take their responsibility towards the children seriously and they strive to help each child reach their full potential as global citizens physically, emotionally, socially and academically. We are fully committed to the [CONVENTION ON THE RIGHTS OF THE CHILD \(CRC\)](#).

To us, every child is unique and precious and we endeavour to foster a high level of motivation towards learning and behaviour. We are committed to the basic skills of English and Maths.

At all times we aim to centre the teaching in an atmosphere of mutual respect and personal respect. A high quality education is [the right of every child](#), and at Timothy Hackworth Primary School, we embrace that responsibility and strive to achieve it for all our pupils.

Equalities Information

This policy should be read in conjunction with our school's 'Equalities Policy Statement', 'Equalities Objectives Summary' and 'Equalities Information and Objectives'.

We welcome our duties under the Equality Act 2010 to eliminate discrimination, advance equality of opportunity and foster good relations in respect to age (as appropriate), disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation (LGBTQ+).

Introduction

This policy is intended as a supporting guide to our school's Behaviour Policy (Respecting Relationships Policy), outlining the ethos and role where Restrictive Interventions are used, including the use of Team Teach techniques, in Timothy Hackworth Primary School, reflecting safe and acceptable practice.

Team Teach is a whole setting, holistic behaviour management response that aims to use de-escalation and behaviour strategies as a standard response to challenging behaviour. Team Teach techniques are incorporated into Restrictive Intervention techniques that are graded and gradual as the situation requires.

Rationale

Staff at Timothy Hackworth Primary School are trained to look after pupils in their care. Staff have a duty to intervene in order to prevent pupils from hurting themselves or others. If a member of staff ever needs to intervene physically, they will follow our school's Restrictive Interventions Policy. Only staff trained in the pre-emptive and responsive positive handling strategy techniques of Team Teach will use restrictive intervention techniques with children when necessary. Further details of the Team Teach approach can be found on the Team Teach website. The website address is www.team-teach.co.uk. The term 'Positive Handling' includes a wide range of supportive strategies for managing challenging behaviour. The term 'Physical Restraint' is used when force is used to overcome active resistance. A clear and consistent Restrictive Interventions Policy supports pupils who have social, emotional and behavioural difficulties within an ethos of mutual respect, care and safety. The school takes seriously its duty of care to pupils, employees and visitors to the school.

The first and paramount consideration is the welfare of the children in our care. The second is the welfare and protection of the adults who look after them.

Section 93 of the Education and Inspections Act 2006 enables a school's staff to use such force as is reasonable. There is no legal definition of when it is reasonable to use force. The Team Teach system is recognised by Durham Local Authority and accredited through BILD – the British Institute of Learning Disabilities. Staff complete a two-day course led by qualified trainers, with a single day refresher course undertaken every three years. Although any member of staff may be required to physically intervene with a pupil who is endangering themselves or others, we would expect accredited staff to take over as soon as possible.

1.Aims

At Timothy Hackworth Primary School, we strive to create a safe, secure and supportive environment for all our pupils and staff.

There are times when the use of restrictive interventions, including reasonable force and seclusion, is lawful and necessary to keep people safe. However, we understand that the use of restrictive interventions and seclusion can have a significant impact on pupils, staff and parents and carers. In our school, they are only ever considered as a last resort, once all other prevention and de-escalation strategies have been exhausted.

This policy aims to:

- › Minimise the need to use restrictive interventions, through early support, prevention and de-escalation strategies;
- › Help school staff feel confident in knowing how to use restrictive interventions safely, appropriately and lawfully, when they are necessary;
- › Clearly set out the steps for recording and reporting incidents of reasonable force and restraint;
- › Protect the safety, wellbeing and dignity of all pupils and staff, and help create a positive and safe place for everyone at school.

2.Legislation and Guidance

This policy is based on the Department for Education (DfE) [guidance on restrictive interventions, including the use of reasonable force, in schools \(April 2026\)](#). It also meets the requirements of:

- › [Section 93 of the Education and Inspections Act 2006](#)
- › Section 93A of the Education and Inspections Act 2006, inserted by the [Apprenticeships, Skills, Children and Learning Act 2009](#)
- › [Section 550ZA](#) and [section 550ZB](#) of the Education Act 1996
- › [Equality Act 2010](#)
- › [Health and Safety at Work etc. Act 1974](#) and associated regulations
- › [Human Rights Act 1998](#)
- › [Keeping Children Safe in Education 2026](#)
- › [The Schools \(Recording and Reporting of Seclusion and Restraint\) \(No. 2\) \(England\) Regulations 2025](#)
- › Department for Education guidance on [searching, screening and confiscation](#)

3.Definitions

The terms we use in this policy are defined as follows. These definitions are based on

the Department for Education's guidance on restrictive interventions (linked to in section 2 of this policy).

➤ **Restrictive interventions** are used to prevent, restrict or subdue movement of the body or part of the body. This policy uses 'restrictive interventions' as the umbrella term to describe both physical and non-physical actions aimed to restrain pupils in different ways.

➤ Examples of restrictive interventions could include:

- Supervised seclusion of a pupil in an area away from others, where the pupil is prevented from leaving for their own safety and/or the safety of others;
- Passive physical contact, such as a staff member blocking a pupil's path if they're running towards danger (like a busy road), or staff standing between pupils to prevent a fight.

➤ **Reasonable force** refers to the broad range of actions used by staff that involve a degree of physical contact to restrain children, using no more force than is needed for the least amount of time, the application of which will depend on the circumstances.

➤ Examples of the use of reasonable force could include:

- A staff member guiding a pupil to safety by the arm;
A member of staff using Team Teach techniques to keep a pupil, and other pupils safe;
- Staff breaking up a fight between pupils;
- A staff member restraining a pupil to prevent injury to the pupil, or others.

➤ **Restraint** is a form of non-disciplinary intervention which immobilises a pupil or limits their movement. This may or may not include direct physical contact.

➤ Examples could include:

- A staff member holding a pupil's arms to their sides when the pupil is attempting to harm themselves or others;
- A member of staff using Team Teach techniques to keep a pupil, and other pupils safe;
- Removing a pupil's crutches.

➤ **Seclusion** is a non-disciplinary intervention that keeps a pupil confined to a place away from others and prevents them from leaving, for the safety of that pupil and/or others. This could be through physical obstruction or by making the pupil believe that they will be punished if they leave. For example, putting a pupil into a 'holding' room until they calm down is a form of seclusion.

➤ See section 3.2 of this policy for more information on seclusion.

- A **significant incident** is any incident where the use of force goes beyond appropriate physical contact between a member of staff and a pupil. This includes when physical force is used to implement a non-physical restrictive intervention.
- See section 3.1 of this policy for more information on appropriate physical contact.

3.1 Appropriate physical contact with pupils

Our school does not have a 'no contact' policy. We do not grant any requests by parents and carers or staff members not to use reasonable force and/or other restrictive interventions.

There are circumstances when it is appropriate for staff to have some physical contact with pupils which does not give rise to any question over the use of reasonable force or other restrictive interventions.

Examples include:

- Providing first aid to a pupil;
- Guiding or escorting a pupil through the school building or on a school trip by holding their hand;
- Comforting a pupil who is upset;
- Offering congratulations or praise, such as with a pat on the back or handshake;
- To demonstrate how to use a musical instrument;
- When demonstrating exercises or techniques during PE lessons or sports coaching.

In assessing whether physical contact is appropriate in any given situation, staff should use their professional judgement, and have regard to:

- Our school's Safeguarding Policy;
- Keeping Children Safe in Education September 2026;
- Restrictive interventions including use of reasonable force, in school (DfE April 2026);
- Convention on the Rights of the Child;
- Behaviour Policy (Respectful Relationships Policy);
- PSHE Relationships Education and Health including Relationships and Sex Education Policy;
- Special Educational Needs and Disabilities (SEND) Policy;
- Suspensions and Exclusions Policy;

- Home School Agreement.
- The specific circumstances, such as whether there are other adults present.
- Factors including, but not limited to:
 - The pupil's age;
 - Any known vulnerabilities, including whether the pupil has special educational needs and/or disabilities (SEND);
 - Whether any alternative strategies that don't involve physical contact can be used.

3.2 Seclusion

As defined above, seclusion is a non-disciplinary intervention that keeps a pupil confined to a place away from others and prevents them from leaving, for the safety of that pupil and/or others. This could be through physical obstruction or by making the pupil believe that they will be punished if they leave. For example, putting a pupil into a 'holding' room until they calm down is a form of seclusion.

We only use seclusion as a safety measure when a pupil is experiencing high levels of emotional or behavioural dysregulation. Seclusion is not used as a threat or punishment. Seclusion is not a disciplinary response to deliberate or wilful misbehaviour. Please see our Behaviour Policy, (Respectful Relationships Policy), for information on our response to misbehaviour.

During seclusion:

- The pupil will be secluded in a safe place that does not feel threatening or intimidating to them, for example, in the EYFS Intervention Room, in the Small Building Intervention Room, in the Pupil and Families Intervention Support Lead's Room.
- The pupil will be supervised at all times by a member of staff, and/or a DSL.

As soon as the immediate risk of harm has reduced, the pupil will be allowed to leave.

Any incident involving the use of seclusion will be recorded and reported in accordance with the procedures set out in Section 12 of this policy.

4.Roles and responsibilities

4.1 The Governing Body

The governing body is responsible for:

- Reviewing and approving this policy
- Ensuring that a procedure is in place for recording and reporting each:

- Significant incident involving force
- Seclusion incident
- Restraint incident
- Taking all reasonable steps to ensure that the procedures for recording and reporting the use of force, seclusion and restraint are followed.
- Regularly reviewing and interrogating data on the use of restrictive interventions in our school.
- Supporting and challenging school leaders to identify where changes may be needed to practice. For example:
 - If approaches have been used for some time but haven't been effective;
 - If there is any disproportionate use of restrictive interventions, including in relation to pupils who share protected characteristics or have SEND or other types of vulnerabilities.

4.2 The Head Teacher

The Head Teacher is responsible for:

- Overall implementation and oversight of this policy;
- Making sure that appropriate and high-quality training on preventative strategies and the safe and lawful use of restrictive interventions is provided for staff who need it, based on our school's individual context and needs;
- Ensuring adequate staffing levels to support positive behaviour management;
- Monitoring incidents involving restrictive interventions, including regular review of incidents to refine and improve processes;
- Ensuring compliance with recording and reporting requirements;
- Authorising staff to search a pupil or their belongings if they have good reason to think the pupil has a prohibited or banned item;
- Following the procedures set out in our Complaints Policy to deal with any complaint about the use of restrictive interventions;
- Following the statutory safeguarding guidance [Keeping Children Safe in Education September 2026](#), if an allegation regarding inappropriate use of force and/or other restrictive intervention is made against a member of staff.

4.3 All Staff

All members of staff are responsible for:

- Making sure they have read and understood the principles of this policy and any other linked policies;

- › Using de-escalation techniques and positive behaviour management strategies to try to minimise and prevent the need for restrictive interventions;
- › Accurately recording every seclusion incident, restraint incident and significant incident involving force that they are involved in;
- › Reporting these incidents to the DSL Team;
- › Team Teach staff to record any Team Teach interventions using the appropriate Team Teach record-keeping forms;
- › Recording any injuries that occur as part of an incident involving restrictive intervention, and following our health and safety policy to ensure these are reported to the Health and Safety Executive where necessary;
- › Taking part in training on preventative strategies and the safe and lawful use of restrictive interventions, if relevant to their role (this may include additional training appropriate to their responsibilities). This includes identified Team Teach staff accessing appropriate Team Teach refresher training every three years;
- › Engaging in follow-up conversation(s) to debrief and reflect on incidents involving restrictive intervention that they were involved in, to help us understand what happened and why.

4.4 Designated Safeguarding Lead (DSL)

The DSL is responsible for:

- › Reporting every seclusion incident, restraint incident and significant incident involving force to each parent or carer of the pupil involved;
- › Making sure records are kept securely and in accordance with safeguarding and data protection procedures;
- › Contacting the Local Authority in cases where informing a pupil's parent or carer of the use of reasonable force, seclusion or restraint on their child would put that child at risk of significant harm.

4.5 Special Educational Needs Co-ordinator (SENCO)

The SENCO is responsible for:

- › Working with pupils, parents and carers and relevant school staff to develop and review behaviour support plans and risk assessments for any pupils with SEND where it's been identified that there is an increased likelihood of the need to use restrictive interventions;
- › Ensuring staff are aware of individual pupil needs and associated behaviour support strategies;
- › Working with staff who know pupils well, to identify and manage risk (such as trigger points when challenging behaviour is more likely to occur);

- Working with pupils, parents and carers, staff and other relevant professionals to develop prevention and de-escalation strategies;
- Advising on reasonable adjustments for any pupils with disabilities when considering prevention and de-escalation strategies;
- Participating in the review of restrictive intervention incidents involving any pupil with SEND;
- Providing advice and support on the application of this policy for pupils with SEND;
- Contributing to staff training on SEND and behaviour management, including the use of restrictive interventions.

5.Acceptable uses of force

All our school staff have a legal power to use reasonable force in certain situations.

Staff can use reasonable force to prevent or stop a pupil from:

- Hurting themselves or others;
- Committing a criminal offence;
- Damaging property;
- Causing disorder among pupils, in or out of lessons.

While all staff have this power, some staff, especially those who work closely with pupils who might show challenging behaviour, are more likely to need to use it than others.

We will ensure staff are adequately trained and that risk assessments are carried out where necessary. See Section 12 of this policy for information on training and risk assessments.

Any significant incident involving the use of force will be recorded and reported in accordance with the procedures set out in Section 13.1 - 13.3 of this policy.

6.Unacceptable uses of force

It is illegal to use force on a pupil for the purpose of punishment. We never use force as a sanction, threat or deterrent.

Our staff understand that any form of force or restraint carries a risk of physical and psychological harm, so we always avoid using these measures where possible.

The following uses of force are **never acceptable**:

- Staff using force for the purpose of punishment;

- Staff restraining a pupil in a way that affects their airway, breathing or circulation, for example by covering their nose and/or mouth or applying pressure to their neck or abdomen;
- Staff using force on the ground. If a pupil is unintentionally held on the ground, staff should release their hold or move into a safer position as quickly as possible;
- Section 5 of this policy sets out the instances where staff may use reasonable force. Section 9 of this policy provides guidance for staff on what to consider before using it.

7.Using reasonable force to search pupils

The Head Teacher and any member of staff authorised by the Head Teacher have a statutory power to search a pupil or their belongings if they have reasonable grounds to suspect that the pupil may have a prohibited item (as listed in the DfE's [searching, screening and confiscation guidance](#)) or an item banned.

They **can** use reasonable force to search for prohibited items (as listed in the DfE's searching, screening and confiscation guidance), such as knives, weapons, stolen items or illegal drugs.

The decision to use reasonable force to carry out a search should be made carefully, on a case-by-case basis and taking into consideration the level of risk to pupils and staff.

8.Prevention and de-escalation strategies

Restrictive intervention is used only when necessary. We aim to minimise its use as much as possible, using both whole-school and individual approaches.

Our whole-school approach includes:

- Consideration of how our school and classroom environment can support all pupils to achieve and thrive;
- Sharing best practice for whole-class behaviour management, and for managing communal spaces such as corridors and playgrounds;
- Supporting staff to aid de-escalation;
- Development of working staff-pupil relationships and trust;
- Recording and analysing behavior data, including the use of restrictive interventions to inform improvement planning.

The individual approaches we use include:

- Working closely with parents and carers to support individual pupils;

- Strategies to support individual pupils based on their identified needs, including:
 - The development of Pastoral Support Plans and Behaviour Contracts;
 - Strategies to help pupils calm down before their behaviour escalates;
 - Making 'reasonable adjustments' where a pupil has a disability, to help them participate in school life as fully as possible.

8.1 De-escalation when a situation arises

When a staff member is faced with a situation where a restrictive intervention may need to be used, they should consider using de-escalation techniques first, wherever possible. Techniques that could be used in these situations include:

- Having open body language and being aware of a pupil's personal space;
- Taking a pupil away from an 'audience' – speaking to them on their own rather than in front of a group of other pupils or staff;
- Using empathy – asking the pupil to help you understand their feelings;
- Distraction techniques;
- Offering a calm space for the pupil to go to so they can self-regulate;
- Verbal warnings – calmly reminding the pupil of the consequences of their behavior.

9. Deciding when the use of restrictive interventions is appropriate

9.1 Necessity and proportionality

The decision on whether to use restrictive interventions is down to the professional judgment of the staff member and will always depend on the individual circumstances of each situation.

Staff should always consider whether there are other ways to manage the situation, such as the de-escalation techniques outlined in section 8.1 of this policy and/or seeking assistance from a colleague. However, there may be times when staff have no other choice but to use restrictive interventions, to reduce the risk of harm to the pupil and/or others.

When assessing whether a restrictive intervention is required, staff should always consider:

- **Is it necessary?**
 - Are there other more effective, less restrictive ways to manage the situation?

- Is a restrictive intervention likely to successfully reduce the risks, or could its use escalate the situation further or cause more harm than the behaviour itself?

➤ **Is it proportionate?**

- Staff should use the **least** amount of force or the **least** restrictive intervention for the **least** amount of time required to reduce the risks;
- If the intervention itself is escalating the situation, staff should reconsider their approach and attempt an alternative strategy;
- Staff should consider the individual circumstances of the pupil, such as their age, size and any medical conditions, SEND or other vulnerabilities.

9.2 Pupil and staff welfare

Pupil welfare

The most important consideration when using a restrictive intervention is the safety and wellbeing of the pupil involved, as well as the safety of other pupils and staff. Staff should always consider the potential impact on the pupil's welfare balanced against any actions taken. For example, staff should bear in mind that pupils who have experienced adverse life events, trauma or neglect, or who have diagnosed or undiagnosed medical conditions or sensory impairments, communication difficulties or other needs, may find the use of restrictive interventions particularly distressing.

If a restrictive intervention is needed, staff should always aim to maintain respect for a pupil's dignity. This includes consideration of the location and environment where any intervention is used, such as in front of their peers.

Staff should, wherever possible, clearly and calmly communicate to the pupil what is happening, why, and what the pupil needs to do, including using verbal and non-verbal strategies where needed, and giving time for the pupil to process information and respond where appropriate.

Staff should seek to understand how the pupil is feeling and use this information to determine whether the restrictive intervention should be, or continue to be, applied, reduced or stopped.

Support following an incident

As soon as possible after any use of restrictive intervention, our school will evaluate the incident to understand why restrictive intervention was used, the impact on pupils and staff, any patterns and trends, and how another incident could be avoided in the future.

Our school will make sure each pupil and staff member involved get the right support, including a medical assessment and treatment if needed, and an opportunity to reflect on and talk through the incident.

This follow-up conversation(s) will be part of the overall debriefing process to understand what happened during the incident and why, based on separate reflections from all parties involved. Conversations should also aim to repair and rebuild relationships through dialogue.

Wherever possible, this process will be facilitated by a staff member who was not involved in the incident. It may also include the presence of an additional person to ensure impartiality and support. The school will continue to monitor pupil and staff wellbeing and provide additional support if needed.

Depending on the circumstances, support may also be offered to those who witnessed the incident.

10. Use of Team Teach

The Team-Teach approach will:

- Reinforce policy and practice, reflect current legislation, legal considerations and guidelines in relation to physical interventions;
- Reinforce the essential verbal and non-verbal skills required in a crisis situation;
- Provide staff with knowledge, understanding and physical skills required for their personal safety, and the management of children in their care;
- Offer post-incident structure to both the pupil and relevant members of staff.

Team Teach Aim

Is designed to reduce risk by safeguarding children and staff.

Team Teach Objectives

- To develop shared values which promote the attitude, skill and knowledge needed to implement Team Teach in the workplace.
- To develop positive handling skills in behaviour management, including: verbal and non-verbal communication, diversion, de-escalation and safe, effective physical interventions.

The Basic Principles of Team Teach are:

- Staff numbers – At least two members of staff are involved when a situation occurs. This is protection for both staff and pupils involved;

- 95% of crisis situations can be resolved through calm, controlled, dignified and skilled de-escalation strategies;
- Minimum force and time – Team Teach trained staff will remain professional and composed;
- A range of behaviour management strategies will be implemented initially;
- Team Teach techniques that reflect a gradual, graded system of response will be commensurate with the situation, task and individuals involved;
- Team Teach techniques allow for verbal communication building on positive relationships;
- Verbal and non-verbal techniques will be used to de-escalate situations;
- A supportive and reflective structure for both staff and pupils will be used following the implementation of any Team Teach techniques;
- All positive handling techniques involving pupils being physically managed are reported, recorded, monitored and evaluated.

Team-Teach is governed by the Institute of Conflict Management (ICM) Code of Practice.

The ICM (Institute of Conflict Management Code of Practice) emphasises:

- Positive Handling techniques should only be used in the best interests of the child;
- The minimum force used for the shortest time;
- The prevention of injury, pain and distress;
- The maintenance of dignity;
- Reasonable and proportionate actions.

Entitlements and Requirements for Team Teach Trained Staff

All Team Teach trained staff are entitled as part of their annual professional development and training to:

- A minimum of 6 hours re-accreditation Team Teach training within a two-year period of completing a basic training course or previous refresher course;
- Availability of additional Team Teach training as necessary;
- Notification of any updates and changes in the management of challenging behaviour and positive handling techniques, and changes in current legislation and legal considerations;
- Review, assess and express their own perceived areas of additional training requirements and situations arising in their own school environment;
- An individual copy of the Team Teach Booklet issued as part of Team Teach training, and evidence of it being read and understood;

- The availability of being able to approach a Team Teach instructor and be reminded / demonstrated regarding any particular Team Teach recognised / approved positive handling technique;
- To express their views on any particular handling techniques as part of the training programme;
- Continual assessment, by Senior Leaders, of presenting behaviours and risks within the school environment.

11. Considerations for Pupils with SEND

We understand that pupils with SEND may react to distressing or confusing situations by displaying behaviours which may be harmful to themselves and others. Pupils who have difficulty communicating verbally might show their needs and discomfort through their actions.

Our school is committed to understanding what might trigger challenging behaviour in pupils with SEND, and to providing the right support and an inclusive environment.

We will carry out risk assessments for pupils with SEND, where we identify that there is an increased likelihood of needing to use reasonable force and/or other restrictive interventions. Our school is aware of its duty under the Equality Act 2010 to make reasonable adjustments for pupils with disabilities to avoid disadvantage and ensure they can take part in school life as fully as possible.

We will utilise staff who know individual pupils well to help identify and manage risk, such as trigger points when challenging behaviour is more likely to occur, and develop proactive strategies to reduce the likelihood of restrictive interventions being used. We will also work with the pupil, their parents and carers and other professionals to develop prevention and de-escalation strategies.

These strategies might include:

- Removing stimuli that may be causing distress to the pupil;
- Staff members changing how they communicate with the pupil, such as being more mindful of body language, facial expressions and/or tone of voice;
- Helping the pupil express their emotions before getting overwhelmed;
- Engaging the pupil in activities to help them regulate their emotions;
- Distracting the pupil with familiar objects or activities to redirect their attention.

Where appropriate, we will create individual Behaviour Support Plans for pupils. The plan will be reviewed regularly, and following any significant incident, with the pupil and parents or carers to make sure it's still working well. The plan will:

- Outline any adjustments, such as to address aspects of the school environment which the pupil finds challenging;
- Explain the best ways to communicate with the pupil;
- In some cases, specify when increased physical contact with staff might be appropriate. These situations will be discussed with everyone involved and clearly written down in the plan.

12. Training and Risk Assessments

Our school will make sure that all staff who are likely to need to use reasonable force and/or other restrictive interventions are adequately trained in their safe and lawful use and in preventative strategies. We have an identified number of staff who continue to be Team Teach trained which includes refresher training every three years.

We also have a duty to ensure the health, safety and welfare of our staff. Therefore, we carry out risk assessments to ensure that staff who regularly work alongside pupils where the use of reasonable force and/or other restrictive interventions may be required can do so as safely as possible.

13. Recording and Reporting Arrangements

We have a legal duty to record and report all:

- Significant incidents involving force (see section 3 of this policy for a definition of 'significant incident')
- Seclusion incidents
- Restraint incidents

13.1 Recording Incidents

Our school has a clear process in place for recording the incidents listed above. Incidents are recorded on our school's CPOMS system. Where Team Teach techniques have been used, these will be recorded additionally, using the Team Teach recording form.

Staff must record incidents in writing, as soon as possible after the event, and should endeavour to do this on the same day. Staff should do this even if the use of restrictive interventions is agreed as part of a pupil's Pastoral Support Plan or Behaviour Contract.

For significant incidents involving force, we will record:

- The names of the pupil and staff members directly involved;
- Any relevant needs or circumstances of the pupil, including whether they have an identified special educational need or disability, and their SEN status;
- The time, date, location and approximate duration of the intervention;

- A clear and brief description of what happened, including:
 - What led up to the incident
 - Any known or potential triggers for the behaviour
 - Any preventative or de-escalation strategies used
 - The type and degree of reasonable force used
 - Details of any physical injuries sustained, if applicable
- A brief explanation of why using force was assessed as necessary in that situation;
- Details of any support given after the incident, such as medical help or emotional support;
- Where appropriate, Team Teach recording forms will be completed.

For seclusion incidents and restraint incidents, we will record:

- The names of the pupil and staff members directly involved;
- Any relevant needs or circumstances of the pupil, including whether they have an identified special educational need or disability, and their SEN status;
- The time, date, location and approximate duration of the intervention;
- A brief explanation of why the intervention was assessed as necessary in that situation;
- Details of any physical injuries sustained, if applicable;
- Details of any support given after the incident, such as medical help or emotional support;
- Pupil witness accounts where appropriate;
- Staff witness accounts where appropriate;
- Details regarding parent and/or carer notification;
- Follow-up actions taken.
- **Note:** if a seclusion or restraint incident also constitutes a significant incident involving force, we will record it in line with our procedure for recording significant incidents involving force. It does not need to be recorded twice.

Completed reports will be kept securely and retained in line with our data protection procedures.

13.2 Reporting Incidents to Parents and Carers

When reporting an incident to parents/carers, we will take the following steps:

We will inform parents and/or carers, about an incident, via telephone call, as soon as we can after it happens and will endeavour to do this on the same day. We will do this even if the use of restrictive interventions is agreed as part of a pupil's Pastoral Support Plan or Behaviour Contract.

There is one exception to this:

- If a member of staff thinks that telling the pupil's parents or carers would likely result in significant harm to that pupil. In these cases, we will report the incident to any parent(s)/carer(s) who it can be reported to without resulting in significant harm or, if there are none, to the local authority where the pupil ordinarily resides (see section 12.3 of this policy)

When we report **significant incidents involving force** to parents/carers, we will include the following details:

- The time, date, location and approximate duration of the intervention;
- A brief explanation of why the intervention was assessed as necessary in that situation;
- A short description of the type and degree of force that was used;
- Details of any physical injuries sustained, if applicable;
- Details of any further actions taken.

When we report **seclusion incidents and restraint incidents** to parents and carers, we will provide parents and carers with a copy of our written record of the incident.

Note: if a seclusion or restraint incident also constitutes a significant incident involving force, we will report it in line with our procedure for reporting significant incidents involving force. It does not need to be reported twice.

When reporting to parents and carers, we will have regard to data protection requirements when deciding what information to share. For example, we will not include any identifying details of any other pupil.

Following up with parents/carers after an incident

We will invite parents and carers to have a follow-up discussion about the incident, where appropriate. The discussion might include:

- Any behavioural triggers or warning signs of an impending incident;
- Whether any agreed general behaviour support intervention, SEND Plans, Pastoral Support Plans or Behaviour Contracts were followed;
- What de-escalation strategies were used and how effective they were;
- What might be done differently in the future.

13.3 Reporting Incidents to the Local Authority

In cases where we have assessed that an incident needs to be reported to the Local Authority where the pupil ordinarily resides (as outlined in section 12.2), this report will include all the information that we would normally share with the pupil's parents or carers, as well as the reasons why we thought it was unsafe to tell the pupil's parents or carers directly.

In cases where a pupil has parents or carers and is the subject of a Care Order under section 31 of the Children Act 1989 or is being accommodated under section 20 of the Children Act 1989, we will report the incident to the relevant Local Authority in addition to the parents or carers (unless we deem it unsafe to inform the parents or carers, as set out in section 12.2 of this policy).

13. Complaints and Allegations

Any complaints about the use of restrictive interventions will be handled through our school's Complaints Policy, which you can find on our school website: [Key Information>Policies](#).

We take any allegation of inappropriate use of force and/or other restrictive interventions made against a member of staff very seriously. We will deal with allegations in line with the statutory safeguarding guidance [Keeping Children Safe in Education](#), September 2026.

14. Monitoring and Review

This policy will be reviewed annually by the Governing Body.