

# DISTRICT SCHOOL BOARD ONTARIO NORTH EAST POLICY MANUAL

SECTION 2.1: SCHOOL RELATED  TITLE: PHYSICAL CONTAINMENT POLICY	Policy Code 2.1.21 Page 1 of 3  <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"><b>REGULATIONS</b></td> <td style="text-align: right;"><b>YES</b></td> </tr> <tr> <td><b>PROCEDURES</b></td> <td style="text-align: right;"><b>YES</b></td> </tr> <tr> <td><b>MANUAL</b></td> <td style="text-align: right;"><b>YES</b></td> </tr> </table>	<b>REGULATIONS</b>	<b>YES</b>	<b>PROCEDURES</b>	<b>YES</b>	<b>MANUAL</b>	<b>YES</b>
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## POLICY STATEMENT

**Whereas,** A school is a place that promotes responsibility, respect, civility and academic excellence in a safe learning environment; and

**Whereas,** Students, their families, volunteers and school staff have a right to expect that schools be safe and free from violence and/or physical harm; and

**Whereas,** Our primary goal is to promote the development of each individual to their fullest potential and in doing so, we must preserve the dignity of each student at all times; and

**Whereas,** Physical intervention/Containment should be used only as a last resort when verbal interventions are deemed inappropriate or ineffective.

### Be it Therefore Resolved:

That District School Board Ontario North East is committed to the concept of using the least restrictive and intrusive approaches to dealing with dangerous student behaviour through the use of non-violent physical intervention/containment.

<b>1<sup>st</sup> READING:</b>	January 7, 2003	<b>Motion #</b>	<b>1542-03</b>
<b>2<sup>nd</sup> READING:</b>	April 1, 2003	<b>Motion #</b>	<b>1619-03</b>
<b>3<sup>rd</sup> READING &amp; APPROVAL:</b>	April 1, 2003	<b>Motion #</b>	<b>1619-03</b>
<b>EFFECTIVE DATE:</b>	April 1, 2003	<b>Revision Date:</b>	

# DISTRICT SCHOOL BOARD ONTARIO NORTH EAST POLICY MANUAL

SECTION 2.1 : SCHOOL RELATED

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TITLE: PHYSICAL CONTAINMENT  
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## ADMINISTRATIVE REGULATIONS

1. The responsibility for the implementation of the Physical Intervention/Containment Policy rests with the Director of Education or designate.
2. The Director of Education or designate will ensure that the Physical Intervention/Containment Policy and the Physical Intervention/Containment Procedures Manual are posted in the electronic Policy Manual of District School Board Ontario North East.
3. The principal of each school will ensure that staff working with students are familiar with policy and procedures at time of hiring.
4. The principal of each school will ensure that training as outlined in the Physical Intervention/Containment Procedures Manual be carried out.
5. The principal of each school will ensure that the procedures as outlined in the Physical Intervention/Containment Procedures Manual are followed for each incident of the use of physical intervention/Containment.

EFFECTIVE DATE: February 20, 2001

*Revision Date:*

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## OPERATIONAL PROCEDURES

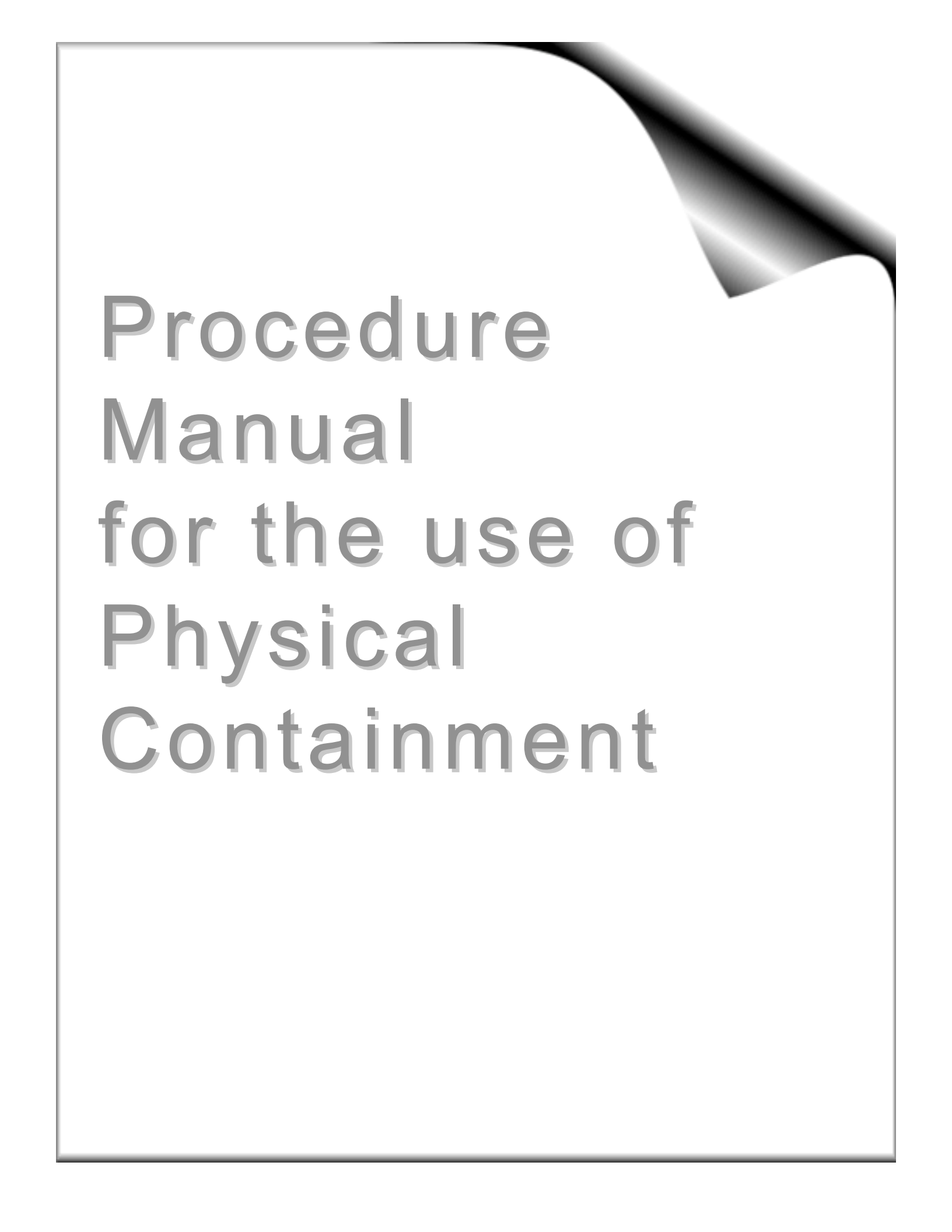
1. The Physical Intervention/Containment Procedures Manual clearly outlines the District School board Ontario North East directives in the following areas.

- 1.1 Introduction
- 1.2 Definition of Physical Intervention/Containment
- 1.3 Unacceptable Practices Related to Physical Intervention/Containment
- 1.4 Situations that Warrant the Use of Physical Intervention/Containment
- 1.5 Staff Training Required for the Use of Physical Intervention/Containment
- 1.6 Debriefing Practices
- 1.7 Documentation of Use of Physical Intervention/Containment
- 1.8 Physical Intervention/Containments as Part of the Student Individual Education Plan
- 1.9 Parental Involvement in the Use of Physical Intervention/Containment

All use of physical intervention/containment and all physical intervention/Containment initiatives will be subject to the District School Board Ontario North East Physical Intervention/Containment Procedures Manual.

EFFECTIVE DATE: **February 20, 2001**

*Revision Date:*



Procedure  
Manual  
for the use of  
Physical  
Containment

## Procedure Manual for the Use of Physical Containment

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### 1. Introduction:

As educators, our primary goal is to promote the development of each individual to their fullest potential. In doing so, we must preserve the dignity of each student at all times. District School Board Ontario North East is committed to the concept of using the least restrictive and intrusive approaches to dealing with dangerous student behaviour. This involves the use of positive strategies as much as possible in dealing with problem behaviour.

Physical intervention/containment should be used only as a last resort. Placing an emergency call to 911 is always an option in a crisis situation.

For students at the secondary level, physical intervention/containment is NOT recommended. There may be exceptions for students with autism or developmental disabilities where physical intervention/containment is carefully considered as part of their Individual Education Plan.

### 2. Definition of Physical Intervention/Containment:

Physical intervention/containment of a student is defined as the safe restriction of movement of the student by one or more persons using one of a variety of acceptable and safe holding techniques which allow the use of the least amount of force necessary in the situation until the student regains self-control. Physical intervention/containment can also include appropriate staff responses to hair pulling, biting, hitting or the need to move the student.

### 3. Unacceptable Practices Related to Physical Intervention/Containment:

- Any form of corporal punishment
- Restriction of breathing
- Withdrawal of basic needs and rights
- Procedures making anyone called upon to use them uncomfortable because of the perceived extremity or severity
- Shaking, shoving or other forms of physical aggression
- Requiring or forcing a student to repeat physical movements
- Use of physical intervention/containment to gain compliance

## Procedure Manual for the Use of Physical Containment

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### 4. Situations that Warrant the Use of Physical Intervention/Containment:

- To prevent injury to other students, school visitors and staff
- To prevent student self injury
- To prevent the serious destruction of property

### 5. Staff Training Required for the Use of Physical Intervention/Containment:

- It is the responsibility of the principal to ensure that annual in-service training in the use of physical intervention/containment is provided to appropriate staff members.
- Training in the use of physical intervention/containment is an annual requirement for Educational Assistants and optional and voluntary for teachers and principals as required by need.
- In-service training sessions should be conducted by expert trainers who may be employees of District School Board Ontario North East.
- In-service training should include the following components:

5.1 recognition of early signs of a crisis situation

5.2 stages of progression of a crisis situation

5.3 strategies for diffusing the situation before the use of physical intervention/containment is necessary

5.4 experience in using acceptable methods of physical intervention/containment recognition of the importance of team work in the use of physical intervention/containment

### 6. Debriefing Practices:

- For students who have the ability to understand the consequences of their actions, a debriefing meeting should be convened before the student returns to the classroom. This meeting could include, as appropriate for the situation, the student, teachers, principal, administrators, support staff, counsellors and parents or guardians. The aim of this meeting is to restore positive communication through the discussion of the feelings of all involved, as well as possible alternative actions more appropriate than dangerous behaviour.

## Procedure Manual for the Use of Physical Containment

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- In some cases, students who have witnessed a particularly disturbing event of the physical intervention/Containment of another student may benefit from an informal debriefing meeting to create an opportunity for positive counselling and the sharing of perceptions and feelings.
- All staff involved in an incident of physical intervention/containment should meet soon after the incident to evaluate the collective response to the incident and the effectiveness of the student's Individual Education Plan , if applicable. Such a meeting should be convened by the principal and could involve other staff as appropriate to the situation.

### 7. Documentation of the Use of Physical Intervention/Containment:

- The principal will file and forward a Use of Physical Intervention/containment Incident Report Form (Appendix A) to the appropriate District School Board Ontario North East personnel and parent or guardian.
- The principal will forward a Ontario School Boards Insurance Exchange Form and/or a Worker's Safety Insurance Form and/or a Violent Incident Report to the appropriate District School Board Ontario North East personnel **IF** any injury has resulted from the use of physical intervention/Containment.

### 8. Physical Intervention/Containment as Part of the Student Individual Education Plan:

For most students, the use of physical intervention/containment should never be required or indeed be a one time event in an unexpected crisis situation. There may be a few students who, because of an on-going need to be physically restrained, will require notation in their Individual Education Plan (I.E.P.). This Individual Safety Plan (I.S.P./ Appendix B) should be included in the I.E.P. and will include the behavioural components that will hopefully lead to the reduction of the incidence of need of physical intervention/Containment. The I.S.P. should clearly outline the purpose of intervention/Containment and the conditions of its use. It should be developed in consultation with all educational and outside agency staff involved as well as the parents or guardians of students under the age of 18 years.

**9. Parental Involvement in the Use of Physical Intervention/Containment:**

- Parents or guardians are to be informed by telephone as soon as possible after each incident of physical intervention/containment involving their child.
- Parents or guardians should be invited to debriefing meetings involving their child as appropriate and possible.
- In some cases, the parents or guardians of students who have witnessed a particularly disturbing event of the physical intervention/containment of another student should be informed of the general circumstances by telephone. Confidentiality should be maintained as much as possible.
- Parents or guardians of students who have been restrained will receive a copy of the Physical Intervention/Containment Incident Report Form (Appendix A) and the Individualized Safety Plan Form (Appendix B), if applicable.

## Acknowledgements

Sincere thanks are extended to the following district school boards in acknowledgement for their assistance given through the sharing of physical intervention/containment policy, procedure or guidelines.

Kawartha Pine Ridge District School Board  
Ottawa-Carleton District School Board  
Rainbow District School Board  
Simcoe County District School Board





**Procedure Manual for the Use of Physical Containment**

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<b>Persons/Agencies Contacted following the Incident</b>

<b>Additional Comments and Debriefing Notes</b>

\_\_\_\_\_  
Signature of Principal

cc. Parent or Guardian  
Superintendent of Schools  
Original to O.S.R.



**Procedure Manual for the Use of Physical Containment**

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<b>Preliminary Staff Response to Anxiety/Agitation</b>

<b>Physical Intervention/Containment Procedures to be Used</b>

<b>Follow Up Procedures to be Used</b>

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Signature of Principal

cc. Parent or Guardian  
Superintendent of Schools  
Original to Individual Education Plan/Personal Safety Section