



Positive Handling Procedure

The principles relating to Positive Handling identifies that where possible, staff should take steps in advance to avoid the need for the use of physical positive handling techniques.

The principles are based on dialogue, de-escalation and diversion techniques, including the use of verbal and non-verbal interventions.

These procedures should be followed in alliance with the Safeguarding and Child Protection Policy.

Whilst a number of staff are trained in the positive handling techniques, there may be a rare occasion during which other members of staff must intervene. Therefore, particular consideration should be given to point 13.1 of the above policy.

If possible, in a situation where there is a potential possibility that positive handling may be required, designated members of staff should be called upon as soon as possible. Trained members of staff are declared in the "Bound and Numbered" book. A list can also be found in the school office.

Physical Positive Handling must only be used as a last resort when other strategies have failed. It must serve to defuse or prevent a violent or potentially violent situation. It must not be used purely to force compliance with staff instructions when there is no immediate risk to people or property.

Staff should have good grounds for believing that immediate action (physical positive handling) is necessary, in order to prevent a pupil from injuring him/herself or others, or causing serious damage to property. The pupil should be warned verbally that physical intervention will be used unless s/he desists.

Where assistance is needed, a call out should be made to the school office.

The main school office personnel should notify the SLT and/or staff trained in positive handling. At least two designated staff should attend the incident, where possible.

Whenever possible, positive handling should occur when witnesses are present.

As soon as possible, the pupil/student should be taken to a quiet place.

Two designated members of staff should remain with the pupil/student at all times.

Staff must not:

- Block a doorway to prevent a child from leaving a room.
- Block a child's pathway.

Where possible, designated female staff should be summoned as assistance in the instance of female pupils requiring restraint and male staff should be summoned as assistance in the instance of male pupils requiring restraint. Calling for support and assistance provides support and witnesses.

When it becomes necessary to positively handle a pupil, the member of staff must, if possible, continue to talk to the pupil in a calm manner, offering choices and time for the pupil to become calm.

The age and competence of the pupil must be taken into account in deciding what degree of intervention is necessary.

Only the minimum force necessary, to prevent physical injury or damage, should be applied. Particular care must be taken to avoid inflicting any unnecessary pain or injury.

The circumstances and reason for using positive handling must be recorded immediately, or as soon as possible, but ideally no later than the next working day, in the "Bound and Numbered" book held by DSI.

The member of staff must inform the Principal or Teacher-in-charge as soon as possible of the incident.

The pupil's view should also be recorded as soon as possible, preferably on the same day.

The Principal should discuss the incident with the teacher as soon as possible.

Counselling may be needed for staff who, following the incident are distressed.

Following the incident, the pupil should be counselled on the reasons why it was necessary to restrain him/her. Parents must be fully informed.

Pupils will be interviewed about the reasons that led to the incident and the circumstances that followed. The interviewer must be a senior member of staff who was not directly involved in the incident.

Parents/carers will be informed when positive handling has been used and will be given the opportunity to discuss with the school.