

# District Policy & Regulations

## BOARD OF EDUCATION COLUMBUS SCHOOL DISTRICT

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\*\* NEW \*\*

### SECLUSION AND RESTRAINT

#### Policy Statement

It is the policy of the Columbus School District to promote safety and to prevent harm to students and staff. Columbus School District promotes the use of preventive measures to decrease the likelihood of aggressive and/or threatening behaviors. The District believes that seclusion and restraint, if used, will be used rarely and only when appropriate procedures have been followed. Further, seclusion and restraint should be used only in accordance with the parameters set forth by this policy.

#### Definitions:

**Seclusion:** Removing a student from the general activity and isolating him/her in a separate supervised area or room for a set period of time or until the student has regained control.

**Physical Restraint:** Holding a student in order to restrain his/her movement; use of physical force, without the use of any device or materials, to restrict the free movement of all or a portion of a student's body.

The use of any mechanical or chemical restraint is prohibited unless prescribed by a medical professional.

A Functional Behavior Assessment (FBA) shall be completed by a trained staff member prior to the development of a plan that includes the use of seclusion and/or physical restraint.

Behavior support plans that include seclusion and/or restraint shall be developed by a team of individuals that includes a parent/guardian and at least 2 staff members, one of whom is knowledgeable in seclusion and restraint law, Wisconsin Department of Public Instruction Guidelines, and Columbus School District policy and one of whom is knowledgeable and trained in positive behavioral interventions (this may be the same person). Other individuals with direct knowledge of the child's behaviors and needs may participate as needed.

The behavior support plan will include guidelines to follow in the event that an aggressive incident does not de-escalate even with the use of physical restraint and/or seclusion.

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When an individual plan is developed that uses seclusion and/or restraint, staff implementing the plan will be properly trained in non-violent crisis intervention.

In the case of emergency, (i.e., imminent danger is present), District staff may use physical restraint and/or seclusion in order to prevent a student from hurting him/herself or others regardless of whether or not a behavior support plan has been developed. Seclusion/restraint should be used only so long as imminent danger is present. In these circumstances, staff may or may not be trained in non-violent crisis intervention. If it is foreseeable that aggressive behavior may continue, a behavior support plan should be developed within a reasonable amount of time.

Parents will be provided with verbal or written notification by school staff following the use of physical restraint or seclusion by the end of the day the incident occurred. For children with Individualized Education Plans, a notification method will be developed with parents at the IEP meeting and parents will be notified as documented.

A building administrator will be notified whenever physical restraint and/or seclusion is used. Use of physical restraint or seclusion will be documented according to attached guidelines.

A Physical Restraint or Seclusion Incident Report will be completed and copies will be forwarded to the Director of Student Services when a "critical incident" occurs. A critical incident is described as any injury to staff or other adult prior to or during the use of physical restraint and/or seclusion, any injury to a student prior to or during the use of physical restraint and/or seclusion, any destruction of property prior to or during the use of physical restraint and/or seclusion. Staff involved in the incident will debrief with the District's non-violent crisis intervention trainer.

The Director of Student Services will also be informed when a behavior support plan that includes seclusion and/or physical restraint does not result in improved behavior after a reasonable amount of time.

Approved: 12/14/09  
Revised: