

WSSU Parent/Guardian Notice of Restraint/Seclusion Incident

Dear _____,

- Northfield Elementary School
- Northfield Middle and High School
- Roxbury Elementary School

is committed to maintaining a positive and safe learning environment for all members of our school community. The use of time-out and/or restraint may be used as a last resort only, in a situation where the student's behavior poses an unsafe situation to him/herself, or to others.

This notice is provided as documentation of restraint/seclusion that was used with

_____, on _____ (date), at _____ (time).

The following is a description of the incident: _____

Interventions used: (For full definitions of interventions please see back.)

- De-escalation techniques
- Time Out
- Escort
- PRT-Standing
- PRT-Settle
- PRT-Neutral (Tripod modification)
- Modified PRT
- Seclusion
- Other _____

You have the right to participate in a conversation about the incident, which is scheduled on _____ (date) at _____ (time). If you would like to discuss this intervention or to request a change in the date/time of this discussion, please contact : _____ at _____. Our goal is to provide a safe and caring environment for all members of our school community. Restraint and/or seclusion are used as a last resort to ensure the safety of all. We are committed to working with you and your child to help us to avoid this type of intervention in the future. You have the right to file a written complaint, with your school administrator, regarding the use of restraint or seclusion of your child at any time in accordance with our school policy.

Administrator Signature: _____ Date: _____

Definitions:

Physical Restraint means the use of physical force to prevent an imminent and substantial risk of bodily harm to the student or others. Physical restraint does not include:

- a. Momentary periods of physical restriction by direct person-to-person contact, accomplished with limited force and designed either to prevent a student from completing an act that would result in potential physical harm to himself/herself or another person; or to remove a disruptive student who is unwilling to leave the area voluntarily
- b. The minimum contact necessary to physically escort a student from one place to another;
- c. Hand-over-hand assistance with feeding or task completion; or
- d. Techniques prescribed by a qualified medical professional for reason of safety or for therapeutic or medical treatment.

Seclusion means the confinement of a student alone in a room or area from which the student is prevented or reasonably believes he or she will be prevented from leaving. Seclusion does not include time-out where a student is not left alone and is under adult supervision.

The following physical restraint techniques are Handle With Care Crisis Intervention and Behavior System™ techniques.

PRT-Standing: Standing behind identified youth, staff's palms are flat against the youth's back, staff fingertips pointed straight up, staff chest in tight to youths back, staff fingertips pointed straight up, staff chest in tight to youth's back, staff elbows under youth's armpits.

PRT Settle: From the PRT-standing position, staff lowers one knee, then other knee to the floor slowly lowering the youth into a sitting position. Staff then kneels with youth sitting in front. PRT still employed as above.

PRT- Neutral (Tripod Modification): From the PRT-Settle position, staff pivots knee and gently turns the youth 180 degrees, staff straightens other leg and moves into the neutral position. Youth is face down on floor while staff is making a tripod bridge over the youth. Entire weight of PRT person is supported by staff's outside elbow and both knees, eliminating and chest compression or weight on the youth's back.

Modified PRT: To be used only on small children. Technique is limited to only the settle position. Staff positions self behind the youth, standing up. Staff uses one arm to swoop behind both of youth's arms just above the elbows. Other staff arm goes around the front of the youth. Use wall or fixed object to support both staff and youth to settle (sitting) position. Staff can use legs to wrap around youth's legs to prevent kicking.