

Policy No:	
------------	--

## College Protocol for Physical Intervention

### Appendix to: Health & Safety Policy

<b>Written By:</b> Name: Gweneth Preston Signature: ----	<b>Checked By:</b> Name: Philip Martinez Signature: 	<b>Approved by:</b> Name: Narzny Khan 
<b>Date: December 2016</b>	<b>Date:</b> 5 Feb 2020	<b>Date: 5 Feb 2020</b>
<b>Issue Date: January 2017 Revised Feb 2020</b>		
<b>Revision Date: February 2022</b>		

## College Protocol for Physical Intervention

### 1. Context & Scope

1.1 New City College undertakes to keep all members of the college community as safe as is reasonably possible. In some circumstances actions that include physical intervention may be necessary to achieve this. The aim of this policy is to ensure that arrangements are in place for positive intervention and to develop consistent and safe practice.

1.2 As the college continues to develop SEND work there has been a slight increase in challenging behaviour amongst a small number of those with specific behaviour characteristics in the growing numbers of students with higher levels of more complex support need. This has led to a review of the College's practices and procedures for conflict management and positive physical interventions where needed to resolve significant challenging behaviour and minimise risk of injury to those involved.

## **2. Principles**

- 2.1 It is the duty of all college employees to endorse the College Core Values and abide by the rules of the organisation.
- 2.2 Occasionally situations will arise where individuals or groups of individuals are challenging the maintenance of good conduct and safety within the College buildings or locality. All staff have a duty to strive to maintain good conduct and safety either by their own intervention or by summoning appropriate help.

## **3. The Law on Physical Intervention**

- 3.1 It should be noted that Section 165 of the Education and Inspections Act 2006 does not remove the common law right of any citizen in an emergency to use reasonable force in self defence or to prevent another person from being injured or his / her property from being damaged.

## **4. Physical Intervention may take the following forms:**

- Physical interposing between two students
  - Blocking a student's path but only when it will not cause the situation to escalate
  - Leading a student by the hand or arm
  - Shepherding a student away by placing a hand on the centre of the back
  - The use of positive handling techniques in more extreme situations
- 4.1 Where it is known that there is a greater likelihood for physical intervention e.g. students with significant challenging behaviour, that are being addressed through behaviour management plans, staff working with these students will receive training on conflict management and physical intervention. Students will have Individual Risk Assessments that identifies the potential risks as recognised in the EHCP, with agreed control measures and de-escalation strategies in place to support conflict avoidance.
- 4.2 De-escalation strategies should be used in the first instance to diffuse and manage the situation however there may be occasions when physical intervention is necessary.
- 4.3 Separation of students who are fighting or in a stand-off can usually be achieved verbally, however a hands on approach may be effective as long as it is at limited risk and with minimal touch to achieve.
- 4.4 It may be necessary for intervention with any student in certain circumstances, therefore Duty Managers and Security staff will receive training on both defusing/de-escalation of the situation and on physical intervention.

## **5. Guidelines for staff**

- 5.1 Judgements on whether or how to intervene should take account of the following:
- Try to assess a situation before acting when possible

- Specific characteristics of the individual: age, size
- If the individual has a Learning Difficulty or Disability
- Remove other people from the immediate environment eg Classroom
- Where possible isolate the individual in a secure area
- Remove furniture or equipment that may harm people involved
- Identify where you can summon help from
- Assess the area for accessible escape routes if you believe that you or others are at risk
- Try to stay calm and be aware of your body language and tone of voice i.e. don't inflame the situation
- Help may be immediate i.e. Security staff or Duty Manager or other College Managers or other emergency services
- Maintain the health and safety of other individuals and exclude an audience
- If the individual is a student, contact the student's Senior Curriculum Manager or Director or curriculum or support staff who know the student to find out if there is an Individual Risk Assessment

## **6. Physical intervention**

6.1 Physical Intervention must be used as a last resort and only employed if an individual is attempting to cause serious or life threatening injury to themselves or others

6.2 In a situation where physical Intervention is used it is anticipated that police or ambulance support may also be required, in which case a Senior College Manager informed immediately and the Borough Principal made aware of the incident

6.3 Where the College is in loco parentis of the individual the Parent/Carer should be contacted and given the opportunity to attend

6.4 Staff will use recommended techniques for positive handling and holding with reasonable force and take care not to cause further harm to the person, yourself or others

6.5 At all times the airway of the person being held must not be restricted.

## **7. Reporting, recording and monitoring of physical intervention**

7.1 It is important that all incidents of hands on separation and or physical intervention are recorded using the College's Incident Report and logged in the Duty Manager's log book

7.2 Details recorded on this form will include:

- A description of the incident and information about what led up to it
- Date and time of the incident
- Name of the person causing the incident
- Names of witnesses or others involved in the situation
- Details of any injuries or damage sustained to individuals or property
- Immediate outcome

## **8. Follow Up Actions**

8.1 If the incident involves a high needs student the commissioning Local Authority must be informed within 24 hours and a case conference convened involving parent/carers and

professionals working with the student to review the incident, revise the Behaviour Plan and update the Individual Risk Assessment and recommend positive actions to support improved behaviour where required.

8.3 Where physical intervention is used, this should be reported verbally to the Borough Principal, and Senior Safeguarding Managers either during or immediately following the incident, reasons for using physical intervention must be recorded.

8.4 It is important that any injury or assault on staff, as a consequence of the incident, is reported immediately on the same day to the Borough Principal in the first instance. An email report should then be sent to the Human Resources and Senior Safeguarding Managers to enable appropriate actions to be taken to safeguard the staff member and ensure support is in place for that individual. If staff are hospitalized because of an assault the CEO should also be informed.

8.5 A copy of the Incident Report once completed should be sent to the:

- Borough Principal
- Senior Safeguarding Manager
- Relevant Group Curriculum Director / Senior Curriculum Manager

8.6 The Senior Curriculum Manager must ensure that there is a note on the student's file and instigate any follow up actions

8.7 Staff involved in any violent incident or where physical intervention has occurred, will be offered a debrief by their line manager or Director of HR as appropriate

8.8 All incidents involving physical intervention will be investigated and further action may be considered.

8.9 Where students are involved the Senior Safeguarding Manager will follow up to ensure that the post holders listed above are informed of actions taken.

## **9. Responsibility for implementing, monitoring and impact assessing the policy**

9.1 The responsibility for monitoring and impact assessing the policy rests with the Borough Principal.

9.2 The responsibility for implementing and monitoring the policy lies with all College Managers who have a responsibility to ensure that staff who work in potential risk situations are suitably trained and supported.

**Additional Information:**

**Reference Associated Procedures:**

This is the policy statement of New City College. The overall responsibility for the policy is that of:

Name: Garry Woodrow

Position: Group Health & Safety Officer

Signed.....

Date: .....

Policy Review Date: ...February 2022.....