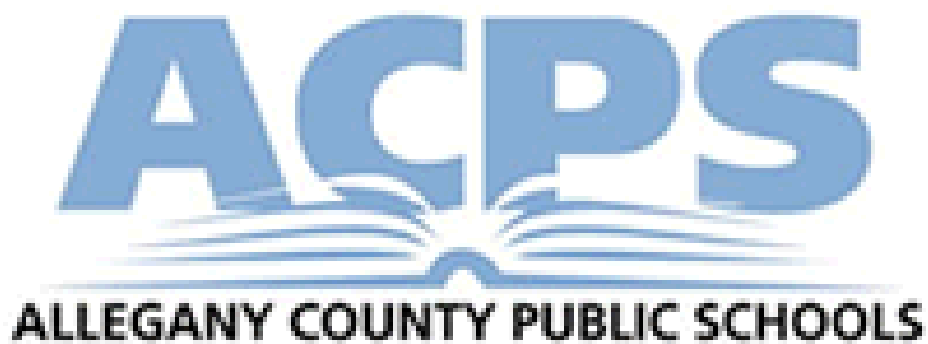


Special Education Department

Allegany County Public Schools

GUIDELINES ON THE USE OF RESTRAINT



Revised – February 2022

Table of Contents

- Guidelines for the Use of Physical Restraint
- Physical Restraint Documentation
- Physical Restraint Event Flowchart
- Administrative Procedures

Special Education Department
Allegany County Public Schools

Guidelines for the Use of Physical Restraint

In order to ensure the care, welfare, safety and security for the acting out individual and those students or staff that may be in danger of injury; the following procedures have been established for the use of restraint. School personnel are directed to use an array of positive behavior interventions, strategies, and supports to increase appropriate student behaviors or decrease targeted, non-preferred student behaviors.

COMAR 13A.08.04 defines physical restraint as a personal restriction that immobilizes or reduces the ability of a student to move the student's torso, arms, legs, or head freely.

- ❑ "Physical restraint" does not include a) briefly holding a student to calm or comfort the student, b) a physical escort which is the temporary touching or holding of a hand, wrist, arm, shoulder, or back for the purposes of inducing a student who is acting out to walk to a safe location, c) moving a disruptive student who is unwilling to leave the area if other methods such as counseling have been unsuccessful, or d) intervening in a fight.

COMAR 13A.08.04 defines a protective or stabilizing device as any device or material attached or adjacent to the student's body that restricts freedom of movement or normal access to any portion of the student's body for the purpose of enhancing functional skills, prevention self-injurious behavior, or ensuring safe positioning of a person. Protective or stabilizing devices may include a) adaptive equipment prescribed by a health professional, b) seat belts, or c) other safety equipment to secure students during transportation in accordance with the public agency or nonpublic school transportation plan.

If protective or stabilizing devices are warranted for use by a student with a disability, the need for such device should be prescribed by a health professional and be included in the student's individualized education plan (IEP) or behavioral intervention plan (BIP).

COMAR 13A.08.04 defines mechanical restraint as the use of any device or equipment to restrict a student's freedom of movement. Mechanical restraint does not include devices implemented by trained school personnel, or used by a student, which have been prescribed by an appropriate medical or related services professional and are used for the specific and approved purposes for which such devices were designed including

- ❑ Adaptive devices,
- ❑ Vehicle safety restraints,
- ❑ Restraints for medical immobilization, or
- ❑ Orthopedically prescribed devices that permit a student to participate in activities without the risk of harm.

Otherwise, the use of mechanical restraints are prohibited in Allegany County Public Schools.

In accordance with COMAR 13A.08.04, restraint is prohibited in public agencies until a) there is an emergency situation and physical restraint is necessary to protect a student or other person from imminent, serious, physical harm after other less intrusive, non-physical interventions have failed or been determined inappropriate.

Once restraint has been used or school personnel have made a student-specific determination that it may need to be used, physical restraint may be included in a student's behavioral intervention plan or IEP to address the student's behavior in an emergency situation, provided that school personnel

- ❑ Review available data to identify any contraindications to the use of physical restraint based on medical history or past trauma, including consultation with medical or mental health professionals as appropriate;
- ❑ Identify the less intrusive, nonphysical interventions that will be used to respond to the student's behavior until physical restraint is used in an emergency situation,
- ❑ Obtain written consent from the parent.

IEP Requirements

- ❑ The student's IEP or BIP describes the specific behaviors and circumstances in which restraint may be used. The IEP or behavior plan must also specify how often the team shall meet to review or revise, as appropriate, the student's IEP or behavior intervention plan. If not already in place, the student will be referred to the school's Behavior Specialist to review and if appropriate, revise the BIP.
- ❑ If restraint is used for a student with a disability and the student's IEP or BIP does not include the use of restraint, the IEP team shall meet within 10 business days of the incident to consider the need for a FBA, develop or identify appropriate behavioral interventions, and consider the implementation of a BIP. If not already in place, the student will be referred to the school's Behavior Specialist to review and if appropriate, revise the BIP. .
- ❑ In the event of a restraint event for a student who has not been identified with a disability, the student shall immediately be referred to the school's Pupil Services Team or an IEP team, as appropriate. If not already in place, the student will be referred to the school's Behavior Specialist to review and if appropriate, revise the BIP.

Parental Rights

- ❑ Parents must be informed prior to the initiation of a behavioral intervention plan for their child that will incorporate the use of a restraint.
- ❑ Each school should provide a copy of these guidelines to parents whose child's behavioral intervention plan will incorporate the use of restraint.

Procedures and Requirements

At the beginning of each school year, school personnel authorized to serve as a school-wide resource to assist in ensuring proper administration of restraint will be identified.

- ❑ Only school personnel who are trained in the appropriate use of restraint and the county approved method of physical restraint shall apply physical restraint
- ❑ When applying physical restraint, school personnel may not:
 - ❑ Place a student in a face down position;
 - ❑ Place a student in any other position that will obstruct a student's airway or otherwise impair a student's ability to breathe, obstruct a staff member's view of a student's face, restrict a student's ability to communicate distress, or place pressure on a student's head, neck, or torso; or
 - ❑ Straddle a student's torso.
- ❑ The ACPS Special Education Department recommends that a minimum of five individuals per school be trained in the county approved method of physical restraint.
- ❑ In applying physical restraint, school personnel shall only use reasonable force as is necessary to protect a student or other persons from imminent, serious, physical harm.
- ❑ Physical restraint should not be used as a punitive measure.
- ❑ School personnel shall only use restraint in a humane, safe, and effective manner; without intent to harm or create undue discomfort and consistent with known medical or psychological limitations and the student's behavioral intervention plan.

Physical Restraint Events

- ❑ Physical restraint shall be removed as soon as the student is calm; and
- ❑ May not exceed 30 minutes.

Physical Restraint Documentation

- ❑ After any restraint event, school personnel shall complete the "Allegany County Public Schools Physical Restraint Documentation" which includes required components identified in COMAR 13A.08.04.
- ❑ After any restraint event, school personnel involved in the restraint will debrief and document
 - Other less intrusive interventions that have failed or been deemed inappropriate,
 - The precipitating event immediately preceding the behavior that prompted the use of the restraint,

- The behavior that prompted the use of a restraint,
 - The names of the school personnel who observed the behavior that prompted the use of restraint, and
 - The names and signatures of the staff member implementing and monitoring the use of restraint.
- ❑ Documentation shall include a description of the restraint event including
 - The type of restraint,
 - The length of time in restraint,
 - The students behavior and reaction during the restraint, and
 - The name and signature of the administrator informed of the use of restraint.
- ❑ After any restraint event, the parent shall be provided oral and/or written notification within 24 hours, unless otherwise provided for in a student's BIP or IEP.
- ❑ The documentation shall be maintained in the student' educational record and available for inspection by the student's parent or legal guardian.
- ❑ In the event of physical injury during a transport or escort, county policy for reporting injuries should be followed.

Any questions concerning these procedures should be directed to the Director of Student Services and Special Education at 301-759-2084.

Special Education Department
Allegany County Public Schools

Guidelines for the Use of Physical Restraint

It is the philosophy of ACPS that physical intervention will be used only in the event of unsafe and dangerous situations in which a person or persons are in danger of harming self or others.

ACPS has chosen the Crisis Prevention Intervention (CPI) Program as a primary method of crisis intervention and as a last resort, physical restraint. Select ACPS staff are formally trained as CPI Trainers by CPI representatives and provide the appropriate professional development to school teams. Additionally, teams instructing in the areas of Emotional and Behavioral Support and Structured Learning Environment classrooms are trained using the Ukeru Systems, a physical alternative to restraint and seclusion.

The philosophy of both is in alignment with ACPS and is as follows:

CPI provides a range of preventive strategies, de-escalation skills, and communication techniques. Additionally, the participants learn psychological and physiological responses that will minimize the potential harm of disruptive and aggressive behavior. Finally, Nonviolent Crisis Intervention Training emphasizes the care, welfare, safety, and security of all staff and students. Objectives of CPI training include:

- Prevention and Deescalation Strategies,
- Decision Making,
- Managing Behavioral Risk using Disengagement and/or Holding Skills, and
- Postvention Approaches.

Ukeru is a crisis-prevention training program that offers a physical alternative to restraint and seclusion by providing a range of preventative strategies incorporating the core philosophies of Comfort versus Control and trauma-informed care.

Any questions concerning these procedures should be directed to the Director of Student Services and Special Education at 301-759-2084.

ALLEGANY COUNTY PUBLIC SCHOOLS
Special Education Department
PHYSICAL RESTRAINT EVENT DOCUMENTATION

Student's Name: _____ DOB: _____ School: _____ Grade: _____

Does student have an IEP? ☐ Yes ☐ No Date of restraint: _____

ANTECEDENT EVENTS:

Where was the student? _____

What was he/she doing prior to behavior that resulted in restraint?
.

What time of the day was it? _____

Who was with him/her? _____

BEHAVIOR THAT PRECIPITATED RESTRAINT:

Describe what student was doing that was dangerous to self or others.

Who observed the behavior that prompted the use of restraint? _____

What interventions were used prior to restraint?

- ☐ Verbal Intervention – Redirection
- ☐ Limit Setting
- ☐ Distraction
- ☐ Supervised Break
- ☐ Physical Activity – Sensory Alternative
- ☐ Removing Audience
- ☐ Counseling – Problem Solving with Adult
- ☐ Quiet Room
- ☐ Time Out in Seat
- ☐ Time Out in Room
- ☐ Other _____

Who did the restraint? _____

What restraint was used? _____

How long was student restrained? _____

***COMAR 13.08.04 mandates that physical restraint a) be removed as soon as the student is calm and b) may not exceed 30 minutes.**

Where did restraint occur? _____

Who witnessed restraint? _____

Describe student's behavior and reaction during the restraint.

POSTVENTION:

What is planned to prevent future problems?

Signature _____

Witness _____

Administrator informed of use of restraint:

Name: _____

Signature: _____

Date: _____

☐ Student checked by School Nurse Nurse's Signature _____

Parent called _____ Date and Time Document sent to parent _____ Date

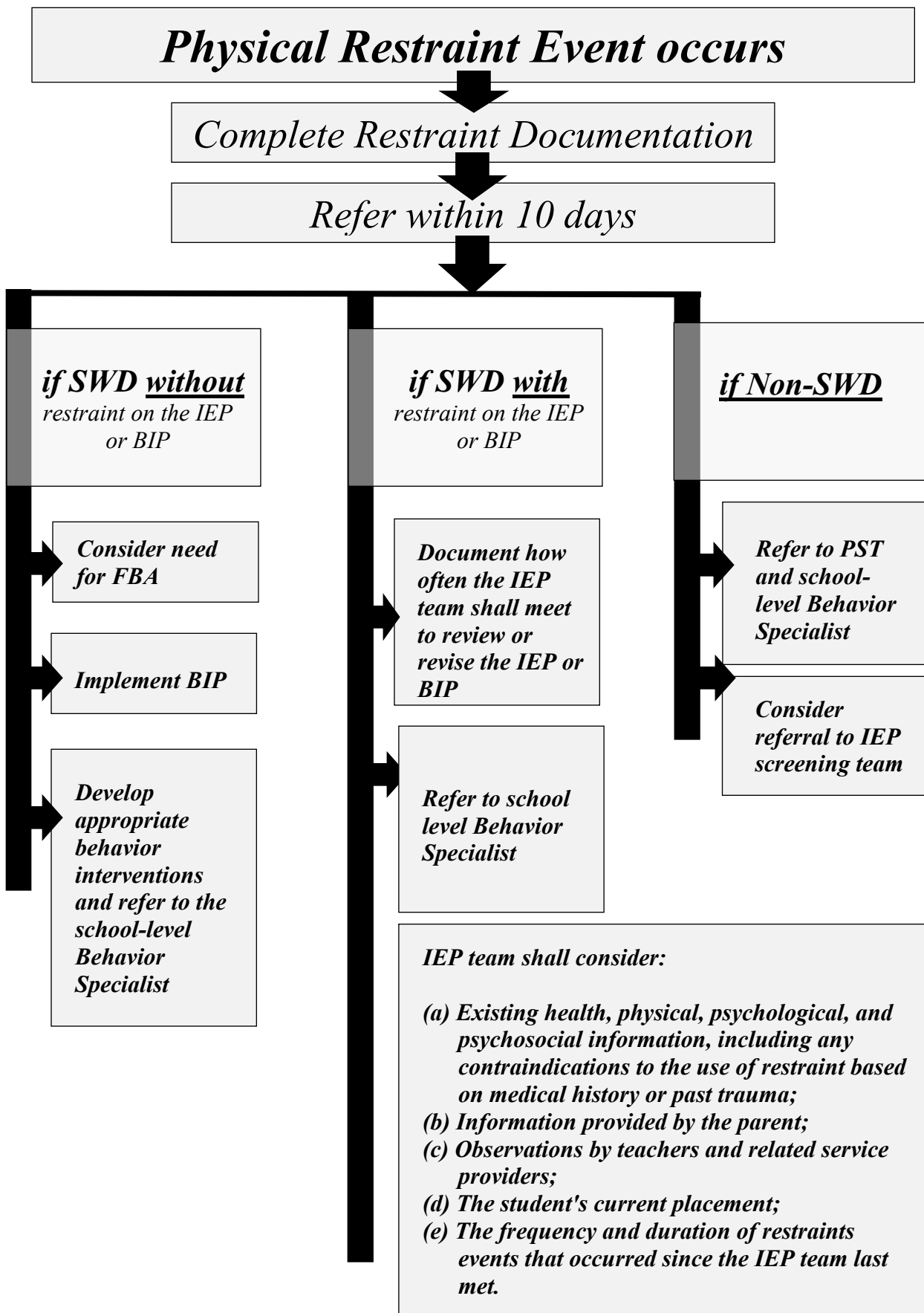
Person making contact: _____
Name/Position

DISTRIBUTION: ☐ Student Cumulative Folder ☐ Parent ☐ Sp. Ed. Office

Completed: ☐ Yes ☐ No

Revised April 2013

Physical Restraint Event Flow Chart



Allegany County Public Schools

Administrative Procedures

Allegany County Public Schools shall develop procedures to address:

- ❑ A continuum of positive behavioral interventions, strategies, and supports for use by school personnel before any exclusion, or restraint event,
- ❑ The prevention of self-injurious behaviors,
- ❑ Methods for identifying and defusing potentially dangerous behavior,
- ❑ The use of documentation of exclusion consistent with COMAR regulations,
- ❑ The use of restraint consistent with COMAR regulations, and

Allegany County Public Schools shall annually review procedures and provide to school personnel and parents.

Allegany County Public Schools shall provide to the appropriate personnel professional development and a written examination and physical demonstration (when appropriate) of proficiency in the described skills and competencies in the following areas:

- ❑ The use of restraint and the appropriate implementation of the ACPS procedures outlined in this guidebook
- ❑ The proper administration of restraint, and
- ❑ The current professionally accepted practices and standards regarding
 - Positive Behavior Interventions strategies and supports, including methods for identifying and diffusing potentially dangerous behavior,
 - Trauma informed intervention,
 - Functional Behavior Assessment and Behavior Intervention Planning,
 - Exclusion,
 - Restrain and alternative to restraint,
 - Symptoms of physical distress and positional asphyxia,
 - First aid and CPR, and
 - Individualized behavior interventions based on student characteristics, including disability, medial history, and past trauma.

Allegany County Public Schools shall develop procedures to monitor:

- ❑ The use of exclusion and restraint through the collection and analysis of Physical Restraint Event Documentation, and
- ❑ Complaints regarding restraint practices, which will be directed to the Supervisor of Special Education and Student Services, and investigated in a timely manner.

Effective 1-1-2022, the use of Seclusion is prohibited in Allegany County Public Schools.