



Segue Institute for Learning

Where ALL Students are "AT PROMISE"

325 Cowden Street – Central Falls, RI – 02863

Phone – (401) 721-0964 * Fax – (401) 721-0984 * Website – SegueIFL.org

Angelo Garcia – Founder/Head of School

Prevention/Crisis Intervention/Physical Restraint Policy

Intent

The intent of these procedures is to ensure that every student attending the Segue Institute for Learning is free from unreasonable and unnecessary physical restraint and that such an intervention is used only in emergency situations after other less intrusive alternatives have failed or been deemed inappropriate.

These procedures promote the use of positive, preventive behavioral supports that significantly limit the need for physical intervention, restrict the use of physical force, and ensure that physical restraint is administered in the least intrusive manner possible. These procedures outline appropriate practice in those instances where physical restraint is absolutely necessary to protect a student(s), staff and/or other school members from imminent, serious physical harm.

The Segue Institute for Learning has established the procedures described in this document for the purposes of:

- a) Promoting student safety and preventing student violence, self-injurious behavior and suicide, including de-escalation of potentially dangerous behavior that may occur with an individual student or among groups of students;
- b) Establishing effective crisis intervention practices and when necessary to ensure safety, appropriate physical intervention procedures;
- c) Keeping all school members informed regarding these procedures as well as preventative interventions, de-escalation, types of restraints and related safety considerations, administering physical restraint in accordance with behavioral intervention plans and/or known medical or psychological limitations;
- d) Identifying staff that is authorized to serve as a school-wide resource to assist other staff in proper administration of these practices and provide these staff with advanced training beyond the basic information provided by all staff;
- e) Reporting crisis intervention/physical restraint incidences to parents, school administration and the Rhode Island Department of Education.
- f) Complying with established Regulations of the Rhode Island Board of Regents.

Emergency Situations

While the procedures contained herein direct the use of crisis intervention/physical restraint, they do not prohibit any Segue Institute for Learning teacher, employee or agent from using



Segue Institute for Learning

Where ALL Students are "AT PROMISE"

325 Cowden Street – Central Falls, RI – 02863

Phone – (401) 721-0964 * Fax – (401) 721-0984 * Website – SegueIFL.org

Angelo Garcia – Founder/Head of School

reasonable force to protect students, other persons or themselves from imminent, serious physical harm.

Keeping All School Members Informed

Annual Professional Development

Each school year, Segue Institute for Learning school policies and procedures described in this document are reviewed and provided to all school staff and parents, either through meetings or in school handbooks

Within the first month of school, staff training will be conducted. Staff members who are employed after the school year begins are provided this training as part of their initial orientation within the first month of their employment. The training includes the distribution and explanation of the policy.

For school personnel likely to administer physical restraint in accordance with Individual Student Behavior Intervention Plans and known medical or psychological limitations, training will occur as needed. In addition to the basic training provided all staff regarding these procedures, advanced training is required for staff considered by the Segue Institute for Learning to be qualified to administer physical restraint/crisis intervention procedures with students.

Methods for Promoting Safety and Preventing Violence

1. Social and Emotional Learning for all students

Social and emotional learning and positive behavioral supports for students are addressed as appropriate as part of ongoing school improvement and professional development plans.

The Segue Institute for Learning addresses social and emotional learning for all its students, by utilizing positive behavior supports within the school setting.

2. Behavioral Intervention to Support Students Facing or Posing Behavioral Challenges

To support productive relationships and learning and to enhance connection to school for students who face or pose emotional or behavioral challenges, the following procedures are established:

- School Wide Positive Behavior Support System (SWPBS)
- Functional Behavioral Assessments (FBA)
- Behavioral Intervention Strategies and Plans



Segue Institute for Learning

Where ALL Students are "AT PROMISE"

325 Cowden Street – Central Falls, RI – 02863

Phone – (401) 721-0964 * Fax – (401) 721-0984 * Website – SegueIFL.org

Angelo Garcia – Founder/Head of School

3. Crisis Intervention: De-escalation Procedures

Despite the use of positive behavioral supports and interventions, there may be instances when the behavior of one or more students escalates beyond the student's immediate control, creating danger of violence or self-injury. Safety precautions considered, the first course of action should be the application of specific intervention strategies designed to diffuse the situation by addressing students' emotional needs and de-escalating the immediate behavior.

The intent of de-escalation is to restore the student(s) capacity to control the immediate impulse/behavior and move toward safer or more constructive resolution of the immediate problem situation.

In the event of student behavior representing a crisis, de-escalation strategies, such as but not limited to the following, should be employed:

Verbal Intervention Techniques:

DO

- Lower voice
- Use calm tone
- Remain calm
- Isolate situation
- Allow student to state case
- Respect personal space
- Be consistent
- Give clear direction
- Restate short-term goals
- Listen
- Enforce limits

DON'T

- Raise voice
- Use excited or anxious tone
- Overreact
- Engage in a power struggle
- Give vague instructions quickly
- Don't mock or ridicule
- Threaten
- Set demands
- Fake attention
- Make false promises



Segue Institute for Learning

Where ALL Students are "AT PROMISE"

325 Cowden Street - Central Falls, RI - 02863

Phone - (401) 721-0964 * Fax - (401) 721-0984 * Website - SegueIFL.org

Angelo Garcia - Founder/Head of School

Crisis Intervention: Physical Restraint

Restraint Procedures

It is the policy of the Segue Institute for Learning that physical restraint/crisis intervention is used only to be used in the following circumstances:

- a) Non-physical interventions would not be effective; and
- b) The student's behavior poses a threat of imminent, serious, physical harm to self and/or others
- c) If a behavioral intervention plan has been developed for the student, those various positive reinforcement techniques have been implemented appropriately and the child has failed to respond to those reinforcement techniques

The Segue Institute for Learning limits the use of such force to the amount and duration necessary and reasonable to protect a student or another person from imminent, serious, physical harm.

In the event that physical restraint becomes necessary:

1. Every attempt should be made to alert additional school personnel for observation and assistance.
2. Only the safest physical restraint methods are to be used.
3. Every effort should be made to isolate the restraint situation, to avoid prolonging or escalating situation.
4. In the event that a student becomes deliberately and dangerously assaultive, the students' parent(s) or guardian(s) must be notified to remove him/her from school as soon as possible to avoid further danger.



Segue Institute for Learning

Where ALL Students are "AT PROMISE"

325 Cowden Street – Central Falls, RI – 02863

Phone – (401) 721-0964 * Fax – (401) 721-0984 * Website – SegueIFL.org

Angelo Garcia – Founder/Head of School

5. If the student exhibits suicidal or homicidal indicators, the school crisis team must be contacted for further intervention. The crisis team member along with school administration will determine if rescue is to be contacted.
6. The student should be released slowly from the restraint, in stages, to ensure that she/he has regained self-control and no longer presents an apparent danger.
7. Any injury occurring during a restraint must be treated immediately by the appropriate medical personnel. Injuries will be recorded in the Physical Restraint/Crisis Intervention Report.
8. As soon as possible following the incident, but no later than the next school day, the staff member(s) who administered the restraint will document the incident and inform the Head of School.
9. Follow-up steps include parent notification, review of restraint with student, staff involved and the Head of School, and consideration of further action, including preventative behavioral interventions.

Restraint Safety Procedures

The following safety procedures are in effect, consistent with Rhode Island Physical Restraint Regulations effective September 1, 2002:

- 1) Whenever possible, only trained personnel authorized by the Segue Institute for Learning may administer physical restraint/crisis intervention with students. Whenever possible, the administration of a physical restraint/crisis intervention shall be witnessed by at least one adult who does not participate in the restraint. This training requirement does not preclude any teacher, employee or agent of the Segue Institute for Learning from using reasonable force necessary to protect students, other persons, or themselves from imminent, serious physical harm.
- 2) Restraint is administered in such a way so as to prevent or minimize physical harm. If, at any time during a physical restraint/crisis intervention, the student demonstrates significant physical distress, the student is released from the restraint immediately and school staff are directed to take steps to seek medical assistance.
- 3) Program staff must review and consider any known medical or psychological limitations and/or behavioral intervention plans regarding the use of physical restraint/crisis intervention on an individual student.
- 4) Restraint is administered in such a way that the student is never at any time prevented from breathing or speaking. During the administration of a restraint, a staff member will



Segue Institute for Learning

Where ALL Students are "AT PROMISE"

325 Cowden Street – Central Falls, RI – 02863

Phone – (401) 721-0964 * Fax – (401) 721-0984 * Website – SegueIFL.org

Angelo Garcia – Founder/Head of School

continuously monitor the physical status of the student, including skin color and respiration. A restraint ceases immediately upon determination by the staff member administering the restraint that the student is no longer at risk of causing imminent physical harm to him or herself or others.

- 5) After the release of a student from a restraint, the following procedures are implemented:
- Appropriate staff will review the incident with the student, as appropriate, to address the behavior that precipitated the restraint;
 - The building administrator will review the incident with the staff person(s) who administered the restraint to discuss whether proper restraint procedures were followed and consider whether any follow-up is appropriate for the student and for students who witnessed the incident.
 - The building administrator will review the incident with the student and consider whether any follow-up is appropriate for the student and for the students who witnessed the incident.
 - School personnel will meet with the parent to determine whether the student requires a behavioral intervention plan as part of his or her education program, or, if one already exists, whether that plan needs to be modified or adjusted.

Restraint Prohibitions

Physical restraint is prohibited in the following circumstances, consistent with Rhode Island Physical Restraint Regulations effective September 1, 2002.

1. As a means of punishment;
2. As an intervention which is designed to subject, used to subject, or likely to subject the student to verbal abuse, ridicule or humiliation, physical pain, or which can be expected to cause excessive emotional trauma;
3. As an intervention which denies adequate sleep, food, water, shelter, bedding or access to bathroom facilities;
4. As a restrictive intervention which employs a device or material or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment may be used by trained personnel as a limited emergency intervention when a documented part of a previously agreed upon written behavioral intervention plan;
5. As seclusion, unless under constant surveillance and observation when documented as part of a previously agreed upon written behavioral intervention plan;



Segue Institute for Learning

Where ALL Students are "AT PROMISE"

325 Cowden Street – Central Falls, RI – 02863

Phone – (401) 721-0964 * Fax – (401) 721-0984 * Website – SegueIFL.org

Angelo Garcia – Founder/Head of School

6. As any intervention that precludes adequate supervision of the student;
7. As any intervention which deprives the student of one or more of his or her senses.

Reporting Instances of the Use of Physical Restraint/Crisis Intervention

On the day the restraint took place, the student's parent(s) or guardian(s) are notified by the building administrator of the restraint incident. Records of parent notification are maintained in the school and student files.

As soon as possible, but not later than the next school day, the staff member who administers a physical restraint/crisis intervention submits a written report to the building administrator. That report is reviewed by the respective administrator(s). After that review, a parent may request and receive a copy of that report.

The appropriate building administrator maintains an ongoing written record of all reported instances of physical restraint.

Each year, the Segue Institute for Learning submits a report regarding all incidents of the use of physical restraint/crisis intervention to the Rhode Island Department of Education.

Procedures for Investigating Complaints

All complaints will be investigated by the appropriate administrator. If the results of the investigation are challenged, complaints will be forwarded to the Head of School.



Segue Institute for Learning

Where ALL Students are "AT PROMISE"

325 Cowden Street - Central Falls, RI - 02863

Phone - (401) 721-0964 * Fax - (401) 721-0984 * Website - SegueIFL.org

Angelo Garcia - Founder/Head of School

Justification for initiating physical restraint/crisis intervention:

Description of the physical restraint/crisis intervention implemented:

- a) Hold(s) utilized and rationale for type of hold:
- b) Student's behavior/reactions during restraint:
- c) How restraint ended:
- d) Did an injury occur in the process of restraint? Yes _____ No _____

If yes: Student and/or Staff injured:

Nature of the injury:

- e) Medical care provided (include care provided, to whom, by whom):

Follow-up Action

- a) Further action(s) that the school has taken or will take:
- b) (if applicable) Development or modification of a behavior intervention plan as a result of the physical restraint (include reference to any such plans contained in separate documents):

Parent(s) or guardian(s) of the student referenced in this report were informed about the restraint incident on _____.

(Date)

Method of notification:

- _____ Letter
- _____ Phone
- _____ Conference

Contact person: _____

Name/position of staff member