

**Wren's Nest Primary School
Restrictive Intervention Incident Pack**



Restrictive Interventions Incident Pack

Wren's Nest Primary School

This pack must be used to record and report:

- Significant use of reasonable force
- Any restraint
- Any incident of seclusion

Completed forms must be stored securely in line with safeguarding procedures.

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Appendix 1:

Restrictive Intervention/Use of Reasonable Force Incident Log

School Name: Wren's Nest Primary School

Type of Incident: Use of Reasonable Force Restraint Seclusion Combination

Child's Details

Child's Name:

Class:

Date of Birth:

SEN Status: Yes No

SEN Status Code: E K

Medical needs / vulnerabilities:

Incident Details

Date:

Start Time:

End Time:

Duration:

Location:

Staff Involved

Staff directly involved:

Witnesses:

Description of Incident:

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De-escalation Strategies Attempted

Verbal reassurance Distraction Choices Time/space Mentor/SLT Other:

Reason Intervention was necessary:

Details of Intervention used

Type:

Degree of force:

Minimum force used? Yes No

Injuries / Medical Support

Injuries? Yes No

Details:

Medical attention required? Yes No

Post-Incident Support and Follow-Up:

Staff Signature:

Senior Staff signature:

Date:

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Appendix 2: Seclusion Record Form

Child Name:

Class:

SEN Status: Yes No

Seclusion Details

Date:

Start Time:

End Time:

Duration:

Location:

Reason for Seclusion

Supervision

Supervising staff:

Supervised at all times? Yes

Child Welfare during seclusion:

Release from Seclusion:

Injuries / Medical Needs:

None Details:

Parent Informed? Yes No

Date and time parent informed:

Method: Phone Email

Staff signature:

Senior staff signature:

Date:

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Appendix 3: Parent Notification email – Restrictive Intervention



Date:

Dear

I am writing to inform you of an incident involving [Child's Name] on [Date] at [Time].

During this incident, staff used a restrictive intervention to keep people safe. This decision was made because:

[Brief explanation]

Summary of the incident:

Type of intervention:

Duration:

Location:

Staff attempted de-escalation strategies before intervening and used the minimum level of intervention necessary.

Child's welfare:

Injuries: No Yes (details below)

Support provided:

Next Steps:

We would welcome the opportunity to discuss this incident with you. Please contact the school office if you wish to arrange a meeting.

Yours sincerely,

Sarah Parkes - Headteacher
Wren's Nest Primary School

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Appendix 4: Example of Risk Reduction Plan

Wren's Nest Primary School
Risk & Restraint Reduction Plan

Name: _____ **Setting:** Wren's Nest Primary School

TRIGGER Behaviours: (Describe common behaviours/situations which are known to have led to Positive Handling being required. When is such behaviour likely to occur?)

-

TOPOGRAPHY of Behaviour: (Describe what the behaviour looks/sounds like)

-

PREFERRED Supportive and Intervention Strategies: (Other ways of CALMING such as behaviours, Describe strategies that, where and when possible, should be attempted before handling techniques are used) TICK appropriate

<input type="checkbox"/> Verbal advice and support	<input type="checkbox"/> Distraction (known key words, objects, likes, etc)
<input type="checkbox"/> Reassurance	<input type="checkbox"/> Take up time
<input type="checkbox"/> CALM talking/stance	<input type="checkbox"/> Time out (requires a written plan)
<input type="checkbox"/> Negotiation	<input type="checkbox"/> Withdrawal (requires staff/other observation)
<input type="checkbox"/> Choices/Limits	<input type="checkbox"/> Cool off: Directed/offered? Time out allowed to calm
<input type="checkbox"/> Humour	<input type="checkbox"/> Contingent Touch
<input type="checkbox"/> Consequences	<input type="checkbox"/> Transfer Adult (Help Protocol)
<input type="checkbox"/> Planned Ignoring	<input type="checkbox"/> Success Reminder
	<input type="checkbox"/> Others?

Praise Points/Strengths: (areas that can be developed and built upon) Please state at least 3 Bridge Builders

- 1.
- 2.
- 3.

Medical Conditions that should be taken into account before physically intervening. E.g. asthma, Brittle Bones

Preferred Physical Interventions: (Describe the preferred physical techniques and Restrictive Physical Interventions (holds): standing, sitting, ground, stating numbers of staff, what 'got out' that can be used when holding etc.)

De-briefing process following incident: (what is the care to be provided restoratively?)

Recording and Notifications Required:

Setting/Placement	
Name of setting: Wren's Nest Primary School	
Staff Name:	Signature:
Staff Name:	Signature:
Staff Name:	Signature:
Senior Leadership Staff Name:	Signature:
Parents/Guardians	
Name:	Signature:
Name:	Signature:
Date:	Review Date: