

# CENTENNIAL SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: May 10, 2016

REVISED:

## 113.2-AR-0. GUIDELINES FOR THE USE OF AND REPORTING OF RESTRAINTS

### Restraint Information System Collection: RISC

Guidelines for the Use of and Reporting of Restraints for Students with IEPs

Please be aware that **use of prone restraints is prohibited in PA educational settings.**

What to do	Who	Time frame
Complete restraint log	Person/s doing the restraint	Within 24 hours of restraint
Notify parent that a restraint was used	School based administrator/IEP teacher	Same day of restraint
Schedule IEP meeting	IEP teacher	Within 10 days of the restraint (unless the parent waives the need for a meeting in writing)
At the IEP meeting the team shall consider whether the student needs: <ol style="list-style-type: none"> <li>1. Revision to IEP</li> <li>2. A Functional Behavior Assessment</li> <li>3. A Reevaluation</li> <li>4. A New or Revised Positive Behavior Support Plan</li> <li>5. A Change in Placement- probably last resort unless restraints have been occurring on a regular basis</li> </ol>	IEP team	During the IEP meeting (unless the parent waives the need for a meeting in writing). The IEP team should meet and debrief whether parent comes in or not and note in the IEP any information discussed.
Update the restraint log to include IEP information	IEP teacher	Complete during the IEP meeting
Enter information into the web based Restraint Information System Collection (RISC) system	School based administrator or administrator designee	Within 7 days of IEP meeting

Use the information from the Restraint Tracking Form to report restraints electronically on the RISC system. Go to:

<https://apps.leaderservices.com/risc>

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## 113.2-AR-1 CERTIFICATION/RECERTIFICATION CRISIS PREVENTION TRAINING

### Certification

- Initial certification involves an eight (8) hour course with a certified instructor.
- Recertification courses must be taken annually with a certified instructor and consist of a three (3) hour refresher course.
- Certification is valid for 364 days. After that time period, it is necessary to retake the initial eight (8) hour training.

### Restraints

- Restraints are to be used *only as a last resort* and only if the individual is a *danger to him/herself or others*. It should be noted that, at times, property destruction may potentially lead to an injury, for example, throwing chairs, desks, computers and other objects. When this is possible, a restraint may be necessary. If an incident begins to escalate, staff should try to move potentially harmful items out of the way as soon as possible.
- CPI techniques should only be performed by staff who have completed a CPI training certification course. Others who have not been specifically trained may assist with talking to the student, calling for help, clearing other students and objects from the area, etc.
- Nonviolent Physical Crisis Intervention techniques are used to *protect, not punish*.
- The acting-out person should only remain in a restraint if he/she is a danger to himself/herself or others. The individual should be released as soon as he/she is safe.
- Remember to use personal safety techniques and proactive strategies; the best way to eliminate the dangers of restraints – to you and those in your care – is to eliminate the need for restraints.