



# WYNDHAM PRIMARY SCHOOL

## Physical Restraint Procedure

### What is Acceptable Physical Contact?

Knowing the difference between physical restraint and acceptable physical contact can help you to feel more confident about your interactions with ākongā.

Supportive and helpful physical contact is important for the wellbeing, cognitive development and learning of ākongā.

Three principles help determine what acceptable physical contact is:

1. It is undertaken only if the student is willing to be touched.
2. It is intended for the benefit of student (e.g., to aid and assist, for emotional support).
3. It is limited to appropriate areas of the body (unless it is a prescribed technique for a specific purpose) – generally shoulders, arms, hands, and upper back.

### What is Unacceptable Physical Contact?

Some forms of contact, and when and where they occur, are considered unhelpful and potentially harmful, and they do not meet the Teaching Council's Code and Standards.

Contact should not be used in the following situations:

1. For the benefit of the teacher or other school staff.
2. To fulfil the emotional and physical needs of teacher or other school staff.
3. To compel, punish or correct students — this is considered corporal punishment and is prohibited.
4. To deny, limit or remove prescribed equipment and assistive technology as a disciplinary action, or use these outside of their specific and approved purposes.
5. When alone with students in a room with the doors closed.

### When Can Physical Restraint be Used?

Physical restraint can only be used as a last resort when all three of the following conditions are met:

1. The physical restraint is necessary to prevent imminent harm (**imminent harm** is an immediate threat that a person will cause and/or suffer harm that jeopardises their health and safety or wellbeing of themselves or others if protective action isn't taken immediately), including significant emotional distress (**significant emotional distress** means harm that is caused by the intentional acts of one person that significantly affects the emotional wellbeing of another person to such an extent that they need intensive support to cope and recover) to the child or another person), and
2. You reasonably believe there is no other option available in the circumstances for preventing the harm, and
3. The physical restraint is reasonable and proportionate (**reasonable and proportionate** means only applying as much force as is necessary, and for the minimum time necessary) in the circumstances.

If these three conditions are not met, and physical restraint has been used, it is considered unjustified use of physical restraint.

Physical restraint can not be:

1. Restraint that constrains breathing or communication
2. Face down restraint.
3. Immobilising through pressure points and pain holds.
4. Tackling, sitting lying on or kneeling on a person.
5. Headlocks or putting pressure on the chest or neck.
6. Bending joints back.

### **Who Can Undertake Restraint**

Should restraint be necessary it will be undertaken by:

1. The classroom teacher.
2. A duty teacher.
3. An authorised staff member such as the teacher assistant.  
Nb: Any staff members who are not teachers must have written authorisation from the School Board before using physical restraint.

### **The Process**

Should it become clear to the classroom teacher, or upon enrolment that there is a likelihood that physical restraint is necessary then the following needs to occur.

1. Complete the Support Plan
2. Complete the Consent Form

### **When Restraint Has Been Used**

When it has become necessary to undertake restraint then the following will occur.

1. The Principal should be notified on the day. That Principal will report the need for physical restraint to the School Board.
2. The whanau should be notified on that day and a debrief of the incident meeting booked within three days unless otherwise agreed.
3. The Ministry of Education is notified via the [online physical restraint reporting form](#). This can be done by the Principal, Deputy Principal as they have privileges through the Education Sector Login roles and responsibilities.
4. The Debrief Meeting needs to be held that may impact and update the Support Plan or Physical Restraint procedures.
5. The wellbeing of staff members and students will be monitored and appropriate support provide should it be needed.
6. Records need to be kept for 10 years.

### **Training**

1. All teaching staff need to complete the online training and present to the Principal the certificate that it generates. This will be placed in their personnel file.
2. All support staff that have the high likelihood of being required to undertake physical restraint need to undertake the online training. They will be compensated for their time and the certificate included in their personnel file.

| <b>Staff Register 2023</b> |                  |                      |
|----------------------------|------------------|----------------------|
| <b>Role</b>                | <b>Name</b>      | <b>Training Date</b> |
| <b>Teachers</b>            |                  |                      |
| Kowhai Room 1              | Debbie McDonald  |                      |
| Rimu Room 2                | Hayley Nicholson | 9/5/2023             |
| Kahikatea Room 3           | Lynne Trewin     |                      |
| Pohutukawa Room 5          | Emma Given       | 8/5/2023             |
| Totara Beehive             | Sue Bousfield    |                      |
| Matai Room 6               | Robina Wilson    |                      |
| Principal                  | Catherine Lewis  | 29/3/2023            |