


**Windsor-Essex Catholic District School Board**



Section: Students

**ADMINISTRATIVE PROCEDURE:  
PR ST:18 Physical Intervention**

<b>NUMBER:</b>	PR ST: 18
<b>EFFECTIVE:</b>	Oct. 24, 2000
<b>AMENDED:</b>	June 2005 Oct.23/2018
<b>RELATED POLICIES:</b>	See References
<b>REPEALS:</b>	
<b>REVIEW DATE:</b>	2023-2024

## **1.0 OBJECTIVE:**

- 1.1 The Windsor-Essex Catholic District School Board endorses a supportive school environment that is safe and secure for all students and staff, as indicated in the Board's policies on Safe Schools and Code of Conduct.

## **2.0 PROCEDURES FOR PHYSICAL INTERVENTION:**

- 2.1 All staff members shall resolve disruptive or out-of-control behaviour by using the least intrusive means possible.
- 2.2 Staff shall document all incidents involving emergency physical intervention on the Board approved reporting database.
- 2.3 Parents/guardians shall be informed of each physical intervention incident.
- 2.4 Emergency physical intervention precludes prior consultation with the parent/guardian.
- 2.5 When a child's needs or history of acting-out behaviour requires it, a Safety Plan shall be completed by the team working with the student e.g. teacher, educational assistant, LSST, special education coordinator, parent, and approved by the Principal or delegate prior to the implementation of Board approved physical intervention strategies and a copy of the plan shall be stored on the Board approved reporting database. The use of intervention procedures should be logged on the Board approved reporting database.
- 2.6 A Safety Plan, if required, shall be filed in the Documentation File of the Ontario Student Record (O.S.R.) and shall be an integral part of the student's Individual Education Plan (I.E.P.).
- 2.7 If physical intervention is occurring with a student on a frequent basis, the team of staff working with the child and the Principal or delegate shall develop a proactive behaviour plan geared toward reducing or eliminating the need for physical intervention.
- 2.8 A Safety Plan is reviewed each term in elementary school and each semester in secondary schools by the team involved with that child (Refer to 2.5).
- 2.9 Any injury to staff and/or students during physical intervention shall be recorded according to Board policies as well as on the Board approved reporting database and reported to the Principal and the parent/guardian.

- 2.10 The Principal shall follow established procedures to obtain medical assistance and report injuries.
- 2.11 Only safe, effective physical intervention strategies approved by the Board may be used with students. Authorized use requires a comprehensive training program.
- 2.12 Training will be provided for staff members who will regularly be involved in physical intervention.
- 2.13 Each elementary and secondary school should have a minimum of two staff members trained in Board approved physical intervention strategies. Other factors, including but not limited to the size and specific needs of the school, will determine the actual number of trained persons in any school.