



Greenhaugh Primary School

Positive Handling Policy Reviewed Spring 26

Introduction:

The overwhelming majority of our pupils behave well and conform to the high expectations of our school.

Our Behaviour policy aims to improve educational outcomes for all pupils by promoting and supporting their engagement with education.

It encompasses preventative strategies for tackling inappropriate behaviour in relation to the whole school, each class, and individual pupils and reflects our belief in positive reinforcement of good behaviour as a powerful motivating factor for all children most of the time.

However, it is recognised that in exceptional circumstances staff may need to take action in situations where the use of reasonable, proportionate and necessary physical intervention may be required.

Every effort will be made to ensure that all staff in this school clearly understand this policy and their responsibilities and are provided with appropriate training to put it into practice.

The policy is part of a graded response and has been agreed in consultation with staff and governors.

This policy should be read in conjunction with our SEND, Behaviour and Safeguarding policies.

DfE Guidance on Use of Reasonable Force (July 2013) <https://www.gov.uk/government/publications/use-of-reasonable-force-inschools>

The legislation and guidance enables school staff to use “such force as is reasonable in the circumstances to prevent a pupil from doing or continuing to do” any of the following:

- committing any offence (or, for a pupil under the age of criminal responsibility, what would be an offence for an older pupil)
- causing personal injury to any person (including the pupil themselves)
- causing damage to the property of any person (including the pupil themselves)
- prejudicing the maintenance of good order and discipline at the school, and among any pupils receiving education at the school, whether during a teaching session or otherwise.

The Act also defines to whom the power applies as follows:

- All staff who work at the school
- any other person whom the Headteacher has authorised to have control or charge of pupils including unpaid volunteers

These powers can be used when pupils are on school premises or on school trips.

The use of force is a protective measure and is only used when other methods have failed or are likely to fail. It is used to prevent a more serious harm from occurring.

Definitions

Control: either passive physical contact e.g. blocking a pupil's path or standing between pupils or active physical contact, leading a pupil by the hand or ushering a pupil away by placing a hand in the small of the back.

Restraint: Physically preventing a pupil from continuing what they are doing, usually after verbal commands have failed or likely to fail, this is used in extreme circumstances

Reasonable force comprises of two concepts: Firstly that force is necessary or honestly believed to be necessary and secondly that force used must be in proportion to the consequences it is intended to prevent.

Physical restraint does not include the use of physical prompting or guidance when the child is happy to comply and the aim is to assist him/her participate appropriately in activities.

The use of physical restraint or force may be used when there is a clear risk of a pupil coming to serious harm.

If a pupil or member of staff is injured in any way during the use of restraint or force a record must be made in the accident book.

If force or restraint is used on a pupil, s/he should be checked for injuries by another member of staff.

Examples of situations where it may be necessary to use force:

- Where a pupil attacks a member of staff or another pupil
- A pupil is damaging property or is about to do so
- A pupil's behaviour is likely to cause an accident with injury or damage
- Where a pupil attempts to leave a classroom or the school and allowing them to leave would create a risk to that pupil's or others' safety
- Where a pupil is seriously disrupting a lesson
- Where a pupil is seriously disrupting a school event or visit

Wherever possible, staff are advised to use Control. For example, if two younger pupils are fighting it may be that stepping in between them may bring things to a halt or if a pupil is about to leave the room without permission it may be best to stand in the doorway to block the exit.

A member of staff should also be mindful of his or her own safety and that of any of the other pupils affected by the disruptive conduct. If the member of staff does not feel confident that s/he can safely use force or restraint in an extreme situation, the focus should shift to removing other pupils from harm.

Powers to Search

In general terms the law states that children can be searched without their consent for items which are prohibited, weapons, drugs, stolen items and items of a dangerous nature.

Pupils can be searched with their verbal consent for items which are banned by the school
<https://www.gov.uk/government/publications/searching-screening-andconfiscation>

Physical restraint must not be used:

- As a form of punishment
- When a less severe response might have effectively resolved the situation

Physical restraint must not be considered synonymous with physical contact. The guidance by the DFE states clearly that physical contact is a normal part of school work. Situations when physical contact is necessary include:

- Demonstrations in PE
- Administering First Aid
- Offering comfort to distressed pupil

NB Staff should be aware that for some pupils touching may be unwelcome and be misinterpreted despite good intentions.

Records

It is important that detailed records are kept of any incident where a member of staff uses force or restraint on a pupil. The Headteacher will contact the parents or guardian of the pupil involved as soon as it is practicably possible to do so, unless this would put a child at risk of harm in which case the local authority would be contacted.

Members of staff using force or restraint on a pupil must complete the Restraint Incident Report Form, within 12 hours of the event taking place. This form is available from the School Office.

Dated March 2026

Review March 2027

Signed. **Sarah Barnes (Chair of Governors)**

Signed. **Clare Crow (Headteacher)**

Date:

Restraint – Incident Report Form

1. Basic Information

1.1 Name of pupil..... DOB.....

1.2 Class.....

1.3 Name(s) of member(s) of staff using restraint or force
.....
.....

2 Events leading to this incident

2.1 Where did the incident occur?
.....
.....
.....

2.2 When did the incident occur?..... Time/Date

2.3 How did the incident begin?
.....

3 Description of incident

3.1 What was happening at the time? (Use a separate sheet if necessary)
.....
.....
.....
.....

3.2 Names of anyone else involved?
.....
.....

3.3 Did anyone else see what happened (give details)
.....
.....

3.4 What behaviour was the pupil presenting that warranted restraint? (use a separate sheet if necessary)
.....
.....
.....
.....

3.5 Was there damage to property or an assault on a pupil or staff during the incident? (give details)
.....
.....
.....

3.6 What did you do to try to diffuse the situation before using restraint?

.....
.....

3.7 How was the pupil restrained? (describe)

.....
.....
.....

3.8 For how long?

3.9 By how many staff members? Give names

.....
.....

3.10 What would have occurred if the restraint was not applied?

.....
.....
.....

4 Injuries sustained

4.1 Was anyone injured? Yes/No

4.2 If yes, give details

.....
.....
.....

4.3 Was this recorded in the Accident Book?

4.4 Was the pupil checked for injuries by a member of staff who was not involved in the incident? Yes/No

5 This incident is reported by (print name).....

Signed.....Date.....

Role in school

6 To be completed by Headteacher

Parent/carer/guardian informed by.....

How and when were they informed?

.....
.....