

**211(A) Students AP -- Physical Restraint Report (Form)**

All information included has been taken from Ministerial Order #42, Standards of Seclusion and Physical Restraint in Alberta Schools.

As soon as possible after each instance where physical restraint is used, detailed information regarding the use is to be documented and regularly reviewed for frequency of use and appropriate educational planning for the child/ student. Documented information regarding each use of physical restraint is to be disclosed in accordance with applicable privacy legislation.

After each incident where there is use of physical restraint, the school principal is to be notified as soon as possible after the incident and on the same school day on which the incident occurred.

<b>INFORMATION:</b>			
Name of person completing report:			
School or Worksite:			
Student Name:			
Grade:		Age:	
Does this student have an IPP?		No	Yes
Does this student have a Behavioral Support Plan?		No	Yes

<b>INCIDENT INFORMATION:</b>			
Date and time of incident:			
Location of incident:			
Prior events and/or circumstances leading up to the incident:			
Describe the risk behavior that required the restraint:			
What interventions were used to de-escalate the situation prior to the physical restraint:			
Description of restraint used:			

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<b>INCIDENT INFORMATION:</b>		
Has physical restraint been used with this student within the past year?	<input type="checkbox"/>	No
How long was the student restrained?		
What was the student's behavior while being physically restrained?		
What was the student's behavior resulting from the use of physical restraint?		
Please list all staff involved in the restraint:		
Were there any injuries to yourself or others, or damage to any property as a result of the restraint?	<input type="checkbox"/>	No
Please describe the injuries and/or damage:		
Please go to the following Student Accident Form: <a href="#">PRPS Student Accident Form</a>		
Please go to the following Staff Accident Form: <a href="#">PRPS Staff Accident Form</a>		
Do all staff involved in the restraint have a physical intervention certification?	<input type="checkbox"/>	No
List staff involved that do have a current physical interventions certification:		

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**PARENT CONTACT:** (to be filled out by school Principal)

The school Principal is required to notify the student's parents/guardians as soon as possible after the incident and on the same day during which the incident occurred.

Did the school Principal notify parents/ guardians?  No  Yes

Document efforts made by the school principal to notify parents/guardians, include methods used, dates, and times:

Parent notifications details or comments:

Documented information regarding each use of physical restraint is to be reported to central administration or equivalent within the school authority for purposes of reviewing frequency of use, planning, oversight, and identifying issues and/or practices that require further attention. Please forward this report to the superintendent or equivalent school jurisdiction leader (Assistant Superintendent of Student Experiences) as notification of the incident.

Sent

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## Physical Restraint Debriefing Report

All information included has been taken from Ministerial Order #42, Standards of Seclusion and Physical Restraint in Alberta Schools.

After each incident where there is use of physical restraint, it is required to hold a documented debriefing session with all involved staff. This debriefing session must be held within three days of the original incident. The purpose of this debriefing session is to help determine the cause of the behavior and what preventative actions could be implemented in the future to avoid the use of physical restraint. When possible, appropriate expertise should be involved in the debriefing session.

<b>Date of Debrief:</b>	
<b>ACTION PLAN:</b> What is the plan of action developed for future incidents?	

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Staff member(s) responsible for implementing action plan?

Timeline for action plan completion?

Has IPP/BSP bee updated to include newly formed action plan?

\*Please include updated IPP and/or BSP

	No	Yes
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**PARENT CONTACT:**

Have parents/guardians been communicated with regarding the action plan?

	No	Yes
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Parent/Guardian Comments:

Documented information regarding each use of physical restraint is to be reported to central administration or equivalent within the school authority for purposes of reviewing frequency of use, planning, oversight, and identifying issues and/or practices that require further attention. Please forward this report to the superintendent or equivalent school jurisdiction leader (Assistant Superintendent of Student Experiences) as notification of the incident debriefing session.

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