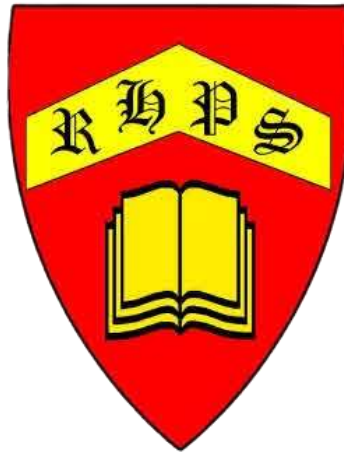


**Russells Hall Primary School
Restrictive Intervention Incident Pack**



Restrictive Interventions Incident Pack

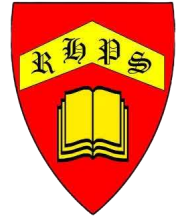
Russells Hall Primary School

This pack must be used to record and report:

- Significant use of reasonable force
- Any restraint
- Any incident of seclusion

Completed forms must be stored securely in line with safeguarding procedures.

**Russells Hall Primary School
Restrictive Intervention Incident Pack**



Appendix 1:

Restrictive Intervention/Use of Reasonable Force Incident Log

School Name: Russells Hall Primary School

Type of Incident: ☐ Use of Reasonable Force ☐ Restraint ☐ Seclusion ☐ Combination

Child's Details

Child's Name:

Class:

Date of Birth:

SEN Status: ☐ Yes ☐ No

SEN Status Code: E K

Medical needs / vulnerabilities:

Incident Details

Date:

Start Time:

End Time:

Duration:

Location:

Staff Involved

Staff directly involved:

Witnesses:

Description of Incident:

**Russells Hall Primary School
Restrictive Intervention Incident Pack**



De-escalation Strategies Attempted

☐ Verbal reassurance ☐ Distraction ☐ Choices ☐ Time/space ☐ Mentor/SLT ☐ Other:

Reason Intervention was necessary:

Details of Intervention used

Type:

Degree of force:

Minimum force used? ☐ Yes ☐ No

Injuries / Medical Support

Injuries? ☐ Yes ☐ No

Details:

Medical attention required? ☐ Yes ☐ No

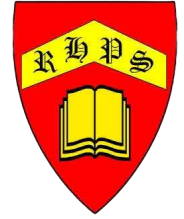
Post-Incident Support and Follow-Up:

Staff Signature:

Senior Staff signature:

Date:

Russells Hall Primary School
Restrictive Intervention Incident Pack



Appendix 2: Seclusion Record Form

Child Name:

Class:

SEN Status: ☐ Yes ☐ No

Seclusion Details

Date:

Start Time:

End Time:

Duration:

Location:

Reason for Seclusion

Supervision

Supervising staff:

Supervised at all times? ☐ Yes

Child Welfare during seclusion:

Release from Seclusion:

Injuries / Medical Needs:

☐ None ☐ Details:

Parent Informed? ☐ Yes ☐ No

Date and time parent informed:

Method: ☐ Phone ☐ Email

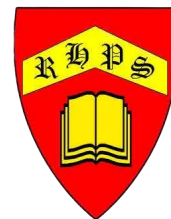
Staff signature:

Senior staff signature:

Date:

Russells Hall Primary School
Restrictive Intervention Incident Pack

Appendix 3: Parent Notification email – Restrictive Intervention



Date:

Dear

I am writing to inform you of an incident involving [Child's Name] on [Date] at [Time].

During this incident, staff used a restrictive intervention to keep people safe. This decision was made because:

[Brief explanation]

Summary of the incident:

Type of intervention:

Duration:

Location:

Staff attempted de-escalation strategies before intervening and used the minimum level of intervention necessary.

Child's welfare:

Injuries: ☐ No ☐ Yes (details below)

Support provided:

Next Steps:

We would welcome the opportunity to discuss this incident with you. Please contact the school office if you wish to arrange a meeting.

Yours sincerely,

Sarah Parkes (or name of other senior leader to be inserted)

Russells Hall Primary School