



OLSJ
OUR LADY + ST JOSEPH
CATHOLIC PRIMARY SCHOOL

POSITIVE HANDLING POLICY
OUR LADY & ST JOSEPH CATHOLIC PRIMARY
SCHOOL

PREPARED BY: A Everden
APPROVED BY: Governors
DATE: July 2019
REVIEW DATE: July 2021



Rationale

At Our Lady & St Joseph Catholic Primary School (OLSJ) our ethos is built around Catholic Values, specifically a core set of Gospel Values, which are:

- Faithfulness and Integrity
- Dignity and Compassion
- Truth and Justice
- Forgiveness and Mercy
- Purity and Holiness
- Tolerance and Peace
- Service and Sacrifice
- Humility and Gentleness

We also strongly promote British Values across all areas of the curriculum.

It is our aim to create a positive, caring atmosphere within our school, supporting children in following our school mission statement within their daily lives – ‘With Christ at our centre we love, listen and learn’.

This policy has been prepared to support all staff who come into contact with pupils that may need to be positively handled.

This policy should be read in conjunction with other school policies relating to interaction between adults and pupils specifically the school’s Behaviour Policy.

Good professional relationships between staff and pupils are vital to ensure good order in our school. It is recognised that the majority of our pupils in school respond positively to the discipline practised by our staff. This ensures the well-being and safety of all our pupils and staff. It is also acknowledged that in exceptional circumstances staff may need to take action in situations where the use of positive handling may be required.

Positive Handling will only be used as a last resort when all other behaviour management strategies have not worked or when pupils, staff and/or property are at risk.



Definitions

(a) Physical Contact - Situations in which appropriate physical contact takes place between staff and pupils, e.g. in games/PE or to comfort pupils.

(b) Physical Intervention - This may be used to divert a pupil from a destructive or disruptive action, for example guiding or leading a pupil by the hand, arm or shoulder with little or no force.

(c) Positive Handling - This will involve the use of reasonable force when there is a risk to pupils, staff or of significant damage to property. All such incidents will be recorded in the Bound and Numbered book, which is kept in the Headteacher's office.

Positive Handling at OLSJ

At OLSJ we understand that regular physical contact situations will happen within the day through normal social interactions between pupils and staff when teaching physical games, normal social interaction or to comfort a child.

In some situations, physical intervention may be used. In the vast majority of situations this will be to protect the child, another child or adult, or to protect property.

In exceptional situations positive handling could be used to remove a child showing exceptionally dangerous, threatening, or disruptive behaviour.

It is important to stress physical intervention and positive handling is only used as a last resort. Every effort will be made by all members of staff to diffuse the situation before it reaches such a situation.

All physical contact is only used as a last resort, and is never used as a punishment, but to resolve dangerous or disruptive situations.

All staff members are expected to:

- Aim to diffuse any situation verbally without the need of physical contact or positive handling (e.g. verbally and using the behaviour policy)
- Mentally risk assess a situation where they feel they may have to make a physical intervention, or positive handling
- Think about, and decide that, 'If this were my child I wouldn't mind them being handled like this due to the nature of the situation'



- Think about and decide the ‘reasonable force’ needed in relation to the situation
- Carry out positive handling effectively and for the shortest possible period necessary

Reasonable Force

“Use of Reasonable Force; Advice for Headteachers, Staff and Governing Bodies (2013)” states what is seen as reasonable force.

‘What is reasonable force?’

1. The term ‘reasonable force’ covers the broad range of actions used by most teachers at some point in their career that involve a degree of physical contact with pupils.

2. Force is usually used either to control or restrain. This can range from guiding a pupil to safety by the arm through to more extreme circumstances such as breaking up a fight or where a student needs to be restrained to prevent violence or injury.

3. ‘Reasonable in the circumstances’ means using no more force than is needed.

4. As mentioned above, schools generally use force to control pupils and to restrain them. Control means either passive physical contact, such as standing between pupils or blocking a pupil's path, or active physical contact such as leading a pupil by the arm out of a classroom.

5. Restraint means to hold back physically or to bring a pupil under control. It is typically used in more extreme circumstances, for example when two pupils are fighting and refuse to separate without physical intervention.

6. School staff should always try to avoid acting in a way that might cause injury, but in extreme cases it may not always be possible to avoid injuring the pupil.’

At Our Lady and St. Joseph we only will ever use reasonable force.

Recording

Where positive handling has been used a record of the incident always needs to be kept. All recording needs to be completed on the day of incident and needs to include the following:

- name of pupil
- date, time and place of incident



- a brief description of the incident and actions taken
- attempts made to calm the situation
- names of people who witnessed the situation
- any damage/harm to persons or property
- name of person informing parents
- after investigation a summary of action taken

This record will be recorded in a numbered and bound document as soon as possible by the person who positively held the child, and a copy of the recording form will be placed on the pupil's file.

Training

We aim:

- To train as many staff members in positive handling.
- For all key members of staff (such as Senior Leadership Team) to receive accredited training.
- For only those who have received training to use positive handling,

There may however be incidences where a non-trained member of staff has to use reasonable force to protect the child, other children, themselves or other members of staff.

Complaints

The availability of a clear policy regarding Positive Handling and early involvement of parents should reduce the likelihood of complaints but may not eliminate them. Any complaints about staff will be dealt with under the school's Complaints about Staff Procedure Policy. The Chair of Governors will be informed of complaints but other governors will not be involved as a complaint may require further action on their part

Monitoring of Incidents

Whenever a member of staff has occasion to use positive handling, this will always be recorded and documented. Monitoring of incidents will help to ensure that staff are following the correct procedures and will alert the Headteacher to the needs of any pupil(s) whose behaviour can only be contained using positive handling. This process will address patterns of incidents and evaluate trends which may be emerging.