



# Positive Handling Policy

Date Approved by Board	February 2024
Next Review Due	August 2024

## **A PLACE TO CALL OUR OWN**

### **Positive Handling Policy**

#### **INTRODUCTION**

This policy is based on guidance from Nottinghamshire County Council Approach Training on De-escalation and Positive Handling.

Staff should also refer to APTCOO's **Behaviour for learning policy**

#### **THE USE OF POSITIVE HANDLING**

At APTCOO we believe that the use of positive handling is only necessary to prevent a child, young person or vulnerable adult from:

- Committing a criminal offence
- Injuring themselves or others
- Causing serious damage to property, including their own
- Engaging in any behaviour prejudicial to maintaining good order and discipline at school or out of school activity, whether that behaviour occurs in the learning or activity session or elsewhere on APTCOO's grounds or off-site on a planned visit.
- The use of positive handling will always be the last resort. All other behavioural management strategies will be used before physical intervention.

All front line delivery staff are trained in 'De-escalation and Positive Handling'. This training will be refreshed annually.

In the event of using positive handling, only the trained techniques will be used. It should be used only to control or restrain and never with the intent to cause pain or harm. Staff should always avoid touching or holding a pupil in a way that might be considered inappropriate.

In using Positive Handling, the level and duration of the restraint will always be the minimum necessary to restore safety. In any action, due regard has to be taken to the age, understanding and sex of the individual child, young person or vulnerable adult. Knowledge of the individual is a key factor in the judgements that will be made.

Most children, young people or vulnerable adults who may require positive handling will have an individual Handling Policy in their file detailing strategies and techniques used. A risk assessment will have been first completed on the individual. The individual handling policy and outcomes of the risk assessment will be shared with and signed by the parents/carers (and in some cases the individual themselves) and other relevant parties.

In the event of a child, young person or vulnerable adult requiring positive handling, but where an individual handling policy is not in place, then positive handling will be used. The recording procedures as set out below must still be followed.

In the event of a child, young person or vulnerable adult requiring positive handling it is important to remember that the requirement from the Use of Reasonable Force July 2013 government document will be used

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/444051/Use\\_of\\_reasonable\\_force\\_advice\\_Reviewed\\_July\\_2015.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/444051/Use_of_reasonable_force_advice_Reviewed_July_2015.pdf)

*“All members of staff have a legal power to use reasonable force...can be used to prevent individuals from hurting themselves or others, damaging property or causing disorder... the decision on whether or not to physically intervene is down to the staff member concerned and should always depend on the individual circumstances”*

In line with the document examples of when reasonable force can be used:

*“Remove disruptive individuals from the area where they have refused to follow an instruction, prevent an individual behaving in a way that disrupts an offsite visit or event, prevent an individual from leaving the environment where allowing them to leave would risk their safety or disrupt the behaviour of others, prevent an individual from attacking a member of staff or another child, young person or vulnerable adult or stop a fight by restraining the individual at risk of hurting themselves”*

**Handling is always the last resort.**

## **RECORDING INCIDENTS**

Where positive handling has been used, the incident must be reported immediately to the Head teacher.

The handling log must be completed by the staff involved as soon as possible after the incident. The forms are kept centrally at each basepoint **\*See Appendix 1 and 2**. When completed they should be given to the Head teacher immediately, the incident will be noted on the handling log overview and uploaded by the Head Teacher to CPOMS.

In the event of an injury occurring, the appropriate accident/violence to staff reporting procedures must be followed.

Parents/carers of the individual involved will always be advised of an incident and it may be necessary for it to be followed up by other disciplinary action or pastoral support.

**This policy will be reviewed in August 2024.**

It should be read in conjunction with the Behaviour for Learning policy, Safeguarding and Child Protection policy and Health and Safety policy.

**Appendix 1  
Handling Log**

Name:

Date of birth:

Recorded by (staff name):

Date:

Position:

<p><u>Incident leading to positive handling including de-escalation techniques used:</u></p>          <p><u>Description of the incident:</u></p>          <p><u>HT/DSL Actions:</u></p>          <p><u>HT/DSL Outcomes:</u></p>          
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**Appendix 2  
Handling Log Overview**

<b>Name</b>	<b>Date</b>	<b>Reason for Handling</b>	<b>Actions/Comments</b>

**Policy/Procedure for: Positive Handling Policy**

**RECORD OF CHANGES**

<b>DATE</b>	<b>AUTHOR</b>	<b>DETAILS OF CHANGE</b>
27/02/2023	Compliance Lead	Review & update
August 2023	Compliance Lead	Review of V3 – no changes made

