



## Putnoe Woods Preschool

### Physical Restraint and Intervention Policy and Procedures

#### Introduction

*Physical intervention is where practitioners use reasonable force to prevent children from injuring themselves or others, or damaging property '*

*Statutory Framework for the Early Years Foundation Stage 2014*

(Reasonable force is not defined legally in isolation)

Physical intervention is **very rarely** used at Putnoe Woods Preschool and most incidents of challenging behaviour can be managed by talking to the children, calming them down and diffusing the situation. Putnoe Woods Preschool ensure and endeavour to create and maintain an enabling environment that is tolerant, caring and nurturing in which all negative forms of behaviour is not acceptable.

However on exceptional occasions it may be necessary for adult physical intervention for the following reasons:

- 1.1 When there is immediate danger of personal injury to the child
- 1.2 When there is immediate danger of injury to another person
- 1.3 To avoid damage to property
- 1.4 When a child is behaving in a way to cause serious disruption to other children

In exceptional circumstances, where there is immediate risk of injury, a member of staff at Putnoe Woods Preschool may need to take any necessary action that is consistent with the concept of 'reasonable force'

It is important to remain outwardly calm and quiet, considering the safety of children, staff and self

Putnoe Woods Preschool aim is to only use physical intervention if all other strategies, e.g. diversion, reasoning, warning, have been ineffective. The purpose



is to limit the child's ability to hurt themselves or others with the minimum of force through limitation of movement. It should not cause pain, panic or fear. Try to talk with the child explaining what you are doing and why.

Before intervening physically the staff at Putnoe Woods Preschool will wherever practicable, tell the child who is demonstrating unwanted behaviours to stop, and what will happen if he or she does not. Staff are aware of and understand the importance to consider alternatives to using physical restraint and intervention. In such cases only the minimum force necessary will be used whilst maintaining a calm and measured approach.

Staff will ensure that considerations are made with regard to:

- 1.5 Withdrawing other children or adults from the situation
- 1.6 Distracting and re-directing the child's attention
- 1.7 Making the environment as safe as possible to avoid a child causing injury to themselves, other children or a member of staff

### What do we mean by physical intervention?

Physical intervention by staff can take several forms.

It could include:

- Physically interposing oneself between children
- Blocking a child's path
- Leading a child by the hand
- Holding
- Pulling

Removing shoes if child has kicked or attempted to kick person or equipment  
Place child in a time out room or other restricted space with an adult supervising  
Staff at Putnoe Woods Preschool will use only the minimum force that is needed to restore safety or appropriate behaviour, and will take account of the age and understanding of the child.



### Acceptable Forms of Physical Restraint and Intervention

Following are the acceptable forms of physical restraint and intervention that may be required to be used at Putnoe Woods Preschool:

- 1.8 Leading or guiding a child by the hand or arm, or shepherding them with a hand in the centre of the back
- 1.9 Holding a child who has lost control until they are calm and safe
- 1.10 Physically moving between and separating two children
- 1.11 Blocking a child's pathway
- 1.12 Using reasonable force to remove a tool that may be used in a dangerous manner from a child's grasp
- 1.13 Where there is immediate risk of injury, any necessary action that is consistent with the concept of 'reasonable force' - i.e. to prevent a child running into the preschool car park, running into a busy road or hitting or hurting someone

The staff at Putnoe Woods Preschool may move, defend themselves, lead, restrain or block someone, ensuring that they are bearing in mind the whole time their own safety as well as that of others and of the child who is the subject of any physical restraint or other intervention

### Unacceptable Forms of Physical Restraint and Intervention

Following are unacceptable forms of physical restraint and interventions and are potential grounds for disciplinary action for staff.

- 1.14 Any form of corporal punishment, slapping, punching or kicking
- 1.15 Holding by the neck or collar, or otherwise restricting the ability to breathe
- 1.16 Holding by the hair or an ear
- 1.17 Twisting or forcing limbs against a joint
- 1.18 Tripping up a pupil or holding an arm out at neck or head height to stop them
- 1.19 Holding a child face down on the ground or sitting on them



- 1.20 Shutting or locking a child in a room, except in extreme situations whilst summoning support

The staff at Putnoe Woods Preschool **MUST** should also avoid touching or holding a pupil in a way that might be considered indecent.

Should, in very rare occurrences, it may be necessary to use physical restraint and intervention, the following procedures will be enforced:

Staff will:

- 1.21 Where possible remove other children from the area, if this is not possible seek to remove the individual child from the areas always in the supervision of staff
- 1.22 Seek help if necessary
- 1.23 Maintain a calm environment

Following a serious incident that has necessitated a need for physical restraint and intervention staff will:

- 1.24 Gradually release the child from restraint, as they regain control, with reassurance from the member of staff
- 1.25 Stay with the child and support them whilst they calm down
- 1.26 Checks will be made for any injuries and first aid administered as appropriate
- 1.27 Be given time to recover, where possible with a member of the management team and then debriefed
- 1.28 Complete a written record of the incident on a Physical Intervention Record
- 1.29 Inform parents/carers of the restraint and the reasons for doing so and a Physical Intervention plan written if considered necessary

The Preschool Manager will also inform the Chair on the Board of Trustees of the incident.



### Reporting an Incident of Physical Restraint and Intervention

At Putnoe Woods Preschool we ensure that any incidents of the use of physical restraint and intervention are recorded and maintained in a confidential file that is stored in a locked cabinet in the preschool office.

1.30 A full written account of the incident will be made by the member of staff concerned and will include:

- The child's name
- Date and time
- Details of the incident including the reason why force was needed, how the incident began and progressed, who said what, what was done to calm things down
- Who managed the incident
- Method including what degree of force was used; what kind of hold, where and for how long, method of restraint if used
- Details of witnesses and/or other staff involved
- Witness statements
- Debriefing details / evaluation
- Parent / carer informed and response
- Date / time record completed
- Staff signature
- Parent / carer signature

1.30 Where a Physical Intervention Plan is necessary, Physical Intervention Records will be attached to this

### Planning for Physical Intervention

At Putnoe Woods Preschool where we believe a child might require physical restraint, the Preschool Manager and SEND and Behaviour Coordinator will plan in advance and know who will do what.



We believe that this planning includes helping children to avoid provoking situations, helping them find success and minimise frustration, and develop our own skills and that prevention is key.

When completing a Physical Intervention Plan the following information will be sought and included:

- 1.31 The involvement of parent / carers to gain their views and to ensure that they are clear about what specific action the preschool might need to take
- 1.32 A risk assessment that considers carefully the likely outcomes to the child and others of undertaking intervention
- 1.33 Plans for managing the child e.g. reactive strategies to de-escalate
- 1.34 At what stage and what types of physical restraint will be used
- 1.35 The identification of key staff who will be aware of exactly what action they should be taking
- 1.36 The assurance that additional support may be needed

### Complaints

The staff at Putnoe Woods Preschool are aware that the use of physical restraint may lead to complaints. They appreciate that in following our agreed policy and practice and ensuring that their actions are appropriate to the situation they are in a good position to demonstrate and reasonableness of their actions in any subsequent investigation.

**This policy is in compliance with GDPR (General Data Protection Regulations) May 2018. Putnoe Woods is committed to safeguarding and promoting the welfare of children and young people, employees, students, volunteers, trustees and parents and expects all staff and volunteers to share this commitment.**

# Putnoe Woods Preschool



Wentworth Drive  
Bedford  
MK41 8QA  
01234 267832  
[office@putnoewoodspreschool.co.uk](mailto:office@putnoewoodspreschool.co.uk)

|                                   |                           |  |
|-----------------------------------|---------------------------|--|
| Date of Policy:<br>September 2014 | Created By:<br>Jo Skelton |  |
|-----------------------------------|---------------------------|--|

| Review Date   | Reviewer    | Amendments        |
|---------------|-------------|-------------------|
| December 2015 | Jo Skelton  |                   |
| November 2019 | Nikki Adams | New email address |
|               |             |                   |
|               |             |                   |