



## THE MISSION STATEMENT OF SAINT JOHN VIANNEY SCHOOL

**Saint John Vianney School recognises and accepts that each individual is unique and of equal value in God's eyes.**

**We set out to provide a friendly and encouraging environment in which all are expected to give their best.**

**We promote the dignity and wholeness of all our children and young people.**

**Responding to the examples of Jesus Christ, we are a community of joy and sharing, encouraging everybody to learn and achieve.**

### Document Control

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# **Care and Control of Pupils Policy**

## **Introduction**

At St John Vianney School we have a responsibility to create a secure, caring and safe environment for all the children in our care; managing behaviour, including challenging behaviour, effectively and professionally. The policy has been prepared to enable all staff, (and volunteers), to support pupils successfully in school.

The responsible person for the implementation of the policy is the Head Teacher. The policy will be reviewed annually by the Head Teacher, Staff and the Governing Body.

## **Purpose of the Policy**

To ensure that all staff:

- Understand their responsibilities within the context of their duty of care towards pupils and their colleagues
- Are aware of the expectations that school has with regard to their effective management of the care and control of the pupils in their charge.

### **1. PROACT SCIP® strategies for dealing with challenging behaviour**

PROACT SCIP® advocates the use of a proactive/reactive/intervention approach to behaviour management. The staff have been trained to adopt this specific approach when dealing with care and control issues during their working day.

The 'proactive' elements of PROACT SCIP® have gradually been introduced through INSET such as Emotional Intelligence training. PROACT SCIP® believes that 'exhibited behaviour' meets a need within a child. At St John Vianney, staff attempt to find ways to help pupils meet their individual needs through socially acceptable means. This proactive approach is delivered in three key ways. Through:

- Reducing arousal and conflict
- Improving reciprocal communication
- Teaching new skills

(See 'Guidelines for Managing Pupil Behaviour' for further detail).

In the event that proactive and reactive approaches are insufficient, the school has currently, authorised the use of PROACT SCIP® physical interventions for use by teachers and teaching assistants. Ongoing INSET will train all staff in additional physical interventions appropriate to the school's unique circumstances.

See appendix 1 Physical interventions used at SJV

### **2. Physical Interventions**

All physical interventions take regard of "DfE Use of reasonable force- Advice for Headteachers, Staff and Governing Bodies July 2013"

Schools can use reasonable force to:

- Remove disruptive children from the classroom where they have refused to follow an instruction to do so;
- Prevent a pupil behaving in a way that disrupts an event, trip or visit;
- Prevent a pupil from leaving the classroom or school where allowing a pupil to leave would risk their safety or lead to behaviour that disrupts the behaviour of others;
- Prevent a pupil from attacking a member of staff or another pupil or to stop a fight and restrain a pupil at risk of harming themselves, others or property.

- Prevent a pupil from committing a criminal offence (even if the pupil is below the age of criminal responsibility).
- Reasonable force may be used to confiscate any article that has been or is likely to be used to cause personal injury including shoes. ( see appendix 2 procedure for removing shoes)

It is always unlawful to use force as a punishment.

By reason of their conditions of service all trained, contracted staff are authorised to use 'reasonable force'. Supply staff will not be authorised to use reasonable force unless they are familiar with this school's policy and have undertaken training. Authorisation is not given to volunteers or parents. The Head Teacher will ensure that those authorised are aware of, and understand, what the authorisation entails. Unauthorised adults are expected to contact an authorised member of staff, if assistance is required.

The Head Teacher will maintain a list of those who have been authorised and training that has been provided. It will be reviewed annually.

### **3. Planned physical intervention**

Any planned physical interventions will be highlighted on a particular pupil's BSP, as these documents form written evidence of the pupil's holistic care programme within school.

### **4. Unplanned physical intervention**

Any unplanned physical intervention may result in the completion or amendment to a BSP.

### **5. Action after an incident**

All incidents of a serious nature should be recorded on the schools' Integris behavior management recording system and a paper copy given to the DSL. If the incident involves a physical intervention, the interventions used must be recorded accurately. The Head Teacher will ensure that each incident is reviewed and appropriate action taken. If further action is required, in relation to a member of staff or pupil, this will be pursued through one or more of the following procedures:

- Child Protection Procedure (this may involve investigations by outside agencies)
- Staff or Pupil Disciplinary Procedure
- School Behaviour Policy
- Exclusions Procedure

In the case of disciplinary action concerning a member of staff, professional association/union advice, for the individual, will be recommended by the Headteacher.

Where staff have been involved in an incident involving a physical intervention they may be offered counselling and support through the Headteacher, or a member of the Senior Management Team. Professional associations/unions will provide advice to victims of assault in the rare event that this may be necessary.

A Health and Safety IOSH Incident Form will be completed if any pupil or member of staff is injured during a physical intervention, and this will be recorded in the accident book.

## **6. Support**

Part of the PROACT SCIP® commitment requires the school to provide annual professional development on behaviour strategies/management for all staff. Personal copies of policies and guidelines are available to all staff. Consistent and professional implementation of school policies and guidelines will enable staff to deal with the issue of care and control effectively and successfully.

## **7. Allegations of professional abuse**

All allegations received by the Head Teacher from parents, staff or any other persons regarding alleged ill-treatment of a pupil(s), or injuries received by a pupil(s) during the course of a physical intervention, will be investigated fully by the Headteacher, using the St John Vianney School Managing Allegations of Professional Abuse Policy.

### **Appendices;**

Appendix 1	Physical interventions used at SJV
Appendix 2	Procedure for removing shoes

### **Reference:**

*DfE Use of reasonable force advice for Head Teachers, Staff and Governing Bodies. July 2013*

Further sources of information

- Guidance on the Use of Restrictive Physical Interventions for Staff Working with Children and Adults who display Extreme Behaviour in Association with Learning Disability and/or Autistic Spectrum Disorders (2002)
- Guidance on the Use of Restrictive Physical Interventions for Pupils with Severe Behavioural Difficulties (2003)
- Screening, searching and confiscation – advice for headteachers, staff and governing bodies.
- Dealing with allegations of abuse against teachers and other staff – guidance for local authorities, headteachers, school staff, governing bodies and proprietors of independent schools

Appendix 1

PROACT-SCIP-UK

Audit –Based Interventions St John Vianney 2017-2018

1. Assertive Commands

2. Stance
3. Protective Stance stage one and two
4. Touch Support
5. Two person touch support
6. One person Escort
7. Two person arm support

## Appendix 2

Reasonable force may only be used to confiscate any article that has been or is likely to be used to cause personal injury including shoes.

### Procedure for removing shoes

1. Before shoes are removed staff to consider offering any of the 10 Gateway Options. Communication, choice, environment, physical needs, interaction, therapeutic alternatives, relaxation, calming techniques, listening, sensitivity.
2. Shoes can only be removed to prevent a pupil from attacking a member of staff or another pupil.
3. Staff are to use a 2 person touch support physical intervention before shoes are removed.
4. After the 2 person touch support physical intervention, a third member of staff will use speed timing and judgement to remove the shoes.
5. Staff should return the shoes as soon as possible after the pupil has calmed.
6. Only staff with PROACT SCIP Training to engage in physical interventions.  
Lists of people PROACT SCIP trained are kept in the assistant head teachers office.