



**Learning together,
building for the future**

KIRKISTOWN PRIMARY SCHOOL

SAFE HANDLING POLICY

Policy Review

Date agreed: 21st May 2018
Next Review Date: May 2021

Mission Statement

- We strive to ensure that the learning, achievements, attitudes and well-being of all members of the school community are valued.

- We provide a broad and balanced curriculum which will actively encourage everyone.
- Pupils are given opportunities to take responsibility and be encouraged to make a positive contribution to their learning, school, and the wider community.
- We are committed to promoting a healthy lifestyle and the wellbeing of the whole child.
- Staff, pupils, parents and governors work together to build a learning community that celebrates the values we share.

Kirkistown Primary School believes that

- Each child has the right to be educated in a safe and secure environment where each child's moral, intellectual, personal, social and emotional development is promoted.
- Each child should be educated in a safe, caring and respectful atmosphere.
- All staff have the right to work in a safe and secure environment.

The following purposes underpin Kirkistown Primary School's policy and practices to:

- Create a learning environment in which young people and adults feel safe;
- Protect every person in the school community from harm;
- Protect all pupils against any form of physical intervention which is unnecessary, inappropriate, excessive or harmful

Procedures

There may be times when a member of staff may have to decide between using reasonable force or standing back and allowing colleagues or pupils to face a potential danger. There will always be an element of personal judgement in these decisions. However, it is reasonable to expect a member of staff to engage in some risk where there is evidence of danger to others.

Staff should not put themselves in personal danger to protect property.

Reasonable force/ safe handling can be used by a teacher or other authorised person. It should be limited to emergency situations and used only as a last resort when all other behaviour management strategies have been exhausted and where:

- action is necessary in self defence or because there is imminent risk of injury to another pupil or person;
- there is a developing risk of injury to another pupil or person, or significant damage to property;
- a pupil is behaving in a way that is compromising good order and discipline.

Definition of Reasonable Force

The minimum force necessary to prevent a pupil from physically harming himself, herself or others or seriously damaging property, but used in a manner which attempts to preserve the dignity of all concerned.

Forms of Reasonable Force

When other behaviour management strategies have failed, it should be the minimum intervention or force used as a last resort and in a reasonable and proportionate manner. It should be used only when absolutely necessary.

Limits on the use of force

Staff should not act in a way that might be expected to cause injury, for example by:

- holding around the neck
- any hold that might restrict breathing
- kicking, slapping or punching
- forcing limbs against joint
- holding or pulling by the hair
- holding the pupil face down on the ground

Record Keeping

Any incident using reasonable force must be recorded with the Principal. The Chairman of the Board of Governors and the Principal will review annually entries in the incident book. These will be kept until a child's 21st birthday.