

Use of Reasonable Force Policy

This policy should be interpreted in the context of other relevant college policies, in particular the Safeguarding and Child Protection Policy, the flowchart for knife crime and the anti-social/drug use procedure

Introduction

It is important to have a policy about the use of reasonable force to control or restrain students. All members of staff who may have to intervene physically with students must clearly understand the options and strategies open to them. This policy will clarify what is acceptable and what is not

College policy forbids a member of staff to use any degree of physical contact which is deliberately intended to punish a student, or which is intended to cause pain, injury or humiliation.

Every effort will be made to ensure all staff at the Henley College will have a clear understanding of this policy and be trained accordingly.

Where necessary, reasonable force can be used to control or restrain students under law. Any physical contact with students must be appropriate and necessary. Staff should always avoid touching or holding a student in a way that might be considered indecent.

Statement

Staff authorised by the Principal, who have control or charge of students can use “reasonable force” to prevent a young person from doing the following:

- Committing a criminal offence
- Injuring themselves or others
- Damaging property
- Acting in a way that is counter to maintaining good order and discipline in the College

The policy is only applicable when an authorised member of staff is on the College site, or has lawful control or charge of, the student concerned whilst on an authorised out of College activity

Reasonable Force

- Physical intervention can involve:
- Coming between students
- Blocking a student’s path
- Holding, pushing or pulling
- Leading a student by the hand or arm
- Shepherding a student away by placing a hand in the centre of the back
- For trained staff, using more restrictive holds in extreme cases

On no account can a member of staff act in a way that might cause injury:

- Holding a student around the neck, by the collar or in any way that might restrict breathing
- Slapping, punching or kicking a student
- Tripping up a student
- Holding or pulling by the hair or ear
- Holding a student face down on the ground

Self Defence

All staff have the right to defend themselves against an attack provided they do not use a disproportionate degree of force to do so

Recording Incidents

A detailed, written report of any occasion where force is used is required. This will help prevent misunderstanding and would be helpful if there was a complaint. Records of the written report should be passed to the Principal and Vice-Principal.

The written report should include:

- The name and ID number of the student or students involved
- Where the incident took place
- Names of witnesses, staff or students
- How the incident began and progressed:
 - Students behaviour
 - What was said
 - Steps taken to defuse or calm the situation
 - Degree of force used and how it was applied
 - Students response and outcome
 - Details of any injuries or damage to property

Staff may consider informing their professional association. Parents will be informed of any such incident as soon as possible.

Complaints by a parent could lead to an investigation either under the College staff disciplinary policy, or by the police, social services or the LADO (the Local Authority Designated Officer -safeguarding). It is therefore of the utmost importance that the policy is closely followed, and all incidents are accurately recorded.

Practical Guidance

- Before intervening physically, a member of staff must
- Tell the student who is misbehaving to stop
- Continue to liaise with the student throughout the incident
- Retain a calm and measured response

Where it is felt that it would be inappropriate or dangerous to intervene in an incident without help:

- Remove other students who are at risk
- Summon help from colleagues
- Inform students that help has been sent for
- Continue to attempt to defuse the situation orally

Where possible the trained contracted Security Officer(s) would be deployed to intervene or assist staff members during a possible or actual incident/event.

