

Restraint and Seclusion Incidents Report

Overview

The Ohio State Board of Education created rule and policy that went into effect during the 2013-2014 school year regarding the implementation of positive behavior interventions and supports to prevent the use of restraint and/or seclusion. In addition, Ohio Administrative Code Rule 3301-35-15 (J) requires districts to annually submit a reporting of incidents of student restraint and seclusion to the Ohio Department of Education.

Participation in this data collection will fulfill your district's reporting requirement of the above stated rule. Data from 2016-2017 must be submitted by the close of business on **February 16, 2018**.

Invitation emailed to Superintendents on December 13, 2017

Dear Superintendent:

Ohio's State Board of Education created rules and policies for implementing positive behavior interventions and supports. These took effect during the 2013-2014 school year to prevent the use of restraint and seclusion in districts and community schools. In addition, the state rule requires districts to report incidents of student restraint and seclusion to the Ohio Department of Education annually.

Please review the guidelines and sample forms for further details on restraint and seclusion documentation and reporting [available here](#) — scroll to the Restraint and Seclusion Survey section.

Click this link to start the incident reporting for your district:

[Secure Access to Restraint and Seclusion Incident Reporting for Your District Name \(000000\)](#)

Your district's completion of this survey will fulfill the reporting requirement of the above referenced rule. Please submit data from the 2016-2017 school year by close of business on **February 16, 2018**.

For additional information about positive behavior interventions and supports, review the [resources for educators, families and administrators](#). Email questions to PBIS_Restraint_Seclusion_Questions@education.ohio.gov.

Thank you for your cooperation on this matter and for your support of Ohio's children.

Sincerely,

Kimberly S. Monachino, Ed.D.

Director

Office for Exceptional Children

Ohio Department of Education

*This email is intended for Your District Name (000000). It is sent from an unmonitored email account. **DO NOT REPLY TO THIS EMAIL.***

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Secure Access to the Online Data Collection Tool

Accessing the online tool requires the **superintendent's credentials for the IRN**. The invitation message to superintendents includes a secure link, which encodes the credentials (login name and password).

It is the responsibility of the superintendent to forward the invitation to the staff who might be required to use the online tool.

For assistance with using the superintendent's credentials to access the online data collection, staff should contact the district or school technology coordinator.

STEP 1 - Complete all required building reports for IRN 000000

For school year 2016-2017, districts are required to submit a report for each building. Community schools will submit a single building. Below are screen images of key parts of the online data collection tool.

The online data collection captures the name and email of the person completing the building incidents report. That person will receive an email confirmation with an attached PDF report for the building.

Phases of Implementation for PBIS

<p>PBIS stage for this building *</p> <p>There are five stages and focal points of district positive behavior interventions and supports (PBIS) professional development that assist district leadership teams in planning for and implementing core PBIS content. These stages allow district and school leadership teams to assess the school's level of content and implementation readiness.</p> <p>Select the current stage of implementation for this school building.</p> <p><input type="radio"/> Exploration and Adoption</p> <p><input type="radio"/> Installation</p> <p><input type="radio"/> Initial Implementation</p> <p><input type="radio"/> Full Implementation</p> <p><input type="radio"/> Innovation and Sustainability</p> <p>Length of time (months) *</p> <p>Number of months the school has been in the selected stage.</p> <input type="text"/> <small>Please enter a value greater than or equal to 0.</small>	<p>Stages are defined as follows:</p> <ol style="list-style-type: none">1. Exploration and Adoption – Researching PBIS, exploring readiness and securing staff and administration agreement to implement the PBIS.2. Installation – Creating the PBIS team, completing PBIS team training, and establishing initial systems, data-decisions, policies and practices that will be required to implement PBIS.3. Initial Implementation – Rolling out and implementing PBIS schoolwide with a focus on Tier I supports.4. Full Implementation – Implementing PBIS with all systemic components and a range of interventions (Tier I, II, and III supports).5. Innovation and Sustainability – Routinely checking fidelity and outcomes of implementation using national assessments, and revising and updating practices and systems as needed. <p>Reference (language modified slightly): Lewis, T.J., Barrett, S., Sugai, G., & Horner, R. H., Mitchell, B.S., & Starkey, D. (2016). Training and professional development blueprint for positive behavioral interventions and supports. Eugene, OR: National Technical Assistance Center on Positive Behavior Interventions and Support. Retrieved from www.pbis.org.</p> <p>For assistance with implementing PBIS in your district/building, please contact the State Support Team located in your district's region.</p>
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Crisis Management and De-escalation Techniques and Training

<p>Number of trained student personnel *</p> <p>Total number of student personnel in your school building trained in crisis management and de-escalation techniques.</p> <input type="text"/>	<p>Guidance: "Student personnel" is defined as: teacher, principal, counselor, social worker, school resources officer, teacher's aide, psychologist, bus driver, or other school district staff who interact directly with students.</p>
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Confirmation - Important

The online building incidents data collection captures the name and email of the person completing the building incidents report. That person will receive an email confirmation with an attached PDF report for the building.

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School Building Incidents Worksheet (<https://www.ohio-k12.help/restraint-and-seclusion/>)

WORKSHEET FOR RESTRAINT INCIDENTS			Individual students involved in one or more incident								Incidents with injuries	
School Building Name	PBIS Phase ¹	Trained Staff ²	Total Incidents	With disabilities	Multiple Incidents	Created or Revised FBA ³	Created or Revised BIP ³	Suspended	Expelled	to students	to staff	

¹ PBIS Phases: Exploration and Adoption, Installation, Initial Implementation, Full Implementation, and Innovation and Sustainability.
² Staff trained in Crisis Management and De-escalation Techniques.
³ FBA is Functional Behavioral Assessment. BIP is Behavioral Intervention Plan.

Restraint and Seclusion Incidents Report

School Building Incidents Worksheet (<https://www.ohio-k12.help/restraint-and-seclusion/>)

WORKSHEET FOR SECLUSION INCIDENTS			Individual students involved in one or more incident							Incidents with injuries	
School Building Name	PBIS Phase ¹	Trained Staff ²	Total Incidents	With disabilities	Multiple Incidents	Created or Revised FBA ³	Created or Revised BIP ³	Suspended	Expelled	to students	to staff

¹ PBIS Phases: Exploration and Adoption, Installation, Initial Implementation, Full Implementation, and Innovation and Sustainability.
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STEP 2 – Complete the district information for IRN

District or School Name (IRN): _____

Positive Behavior Intervention and Supports

Ohio's State Board of Education defines positive behavior interventions and supports as:

- A school-wide systematic approach to embed evidence-based practices and data driven decision making to improve school climate and culture to achieve improved academic and social outcomes, and increase learning for all students, and
- Encompasses a wide range of systemic and individualized positive strategies to reinforce desired behaviors, diminish reoccurrences of challenging behaviors and teach appropriate behavior to students.

Policies and Procedures *

Indicate whether your district school board has adopted written policies and procedures concerning the use of restraint, seclusion, and positive behavior interventions and supports.

- Yes
 No

Guidance: Districts are required, by rule 3301-35-15 (H) of the Ohio Administrative Code, to develop written policies and procedures concerning the use of seclusion and restraint. The policies and procedures need to be consistent with the policy on positive behavior interventions and support (PBIS), restraint and seclusion, as adopted by the State Board of Education in January of 2013. (Please visit <http://education.ohio.gov/> for further information on creating and submitting your District's policy and procedures.)

Training Components

Indicate the components included in your district's crisis management and de-escalation techniques training completed by student personnel (select all that apply)

- Proactive measures for preventing the use of physical restraint
- Directions for monitoring signs of distress during and following physical control
- Person-to-person training
- Scheduled annually
- Requires participants to demonstrate proficiency
- Allows for a simulated experience of administering and receiving physical restraint
- Instruction and accommodation for age and body size diversity
- Education on the physiological and psychological impact of physical restraint on the student and family
- Direction for age-appropriate processing, re-establishing rapport and appropriately supporting the student to re-engage in learning
- Guidance for staff on debriefing the event (e.g., escalation of the event, planning for future areas of improvement to foster restraint reduction and student engagement)
- Guidance for staff on properly documenting and communicating about the restraint with appropriate parties (e.g., parents, guardians, social workers)
- None of the above

Confirmation - Important

The district information submission requires the name, email address, and phone number of the **superintendent or superintendent designee** that is submitting the entire collection of building incidents reports and the district information to the Ohio Department of Education. That person will receive an email confirmation with an attached PDF report for the district or school.

REMEMBER: Data from 2016-2017 must be submitted by the close of business on February 16, 2018.