



ST PAUL'S COLLEGE

St Paul's College, Ponsonby

Policy Title:	Reducing student distress and use of physical restraint
NELP:	Objective 1, Priority 1
Related NAG's:	5- Provide a safe physical and emotional environment
Approved by:	Leadership Team
Board Approval:	April 2023
Contact:	Leadership Team
Review Date:	April 2026

Outcome statement

St Paul's College board is committed to a supportive and caring school environment where all students and staff are kept safe from harm and treated with dignity.

Except as authorised under this policy, no staff member may use any form of physical restraint on our students.

Our headmaster, teachers, and board-authorised staff members can only physically restrain a student as a last resort, where:

- the use of physical restraint is necessary to prevent imminent harm to the student or another person,
- there is a reasonable belief that there is no other option available in the circumstances to prevent the harm, and
- the physical restraint is reasonable and proportionate to the circumstances.

Delegations

The board delegates to the headmaster responsibility for:

- developing and implementing procedures and practices to prevent, plan for, and respond to student distress that meet the requirements of the Education (Physical Restraint) Rules 2023 and its amendments ("the 2023 Rules"), and
- recommending eligible non-teaching staff to the board for authorisation to use physical restraint according to requirements of the 2023 Rules.

Only the board can authorise non-teaching staff members to use physical restraint.

Expectations

All staff subject to this policy are trained to confidently apply prevention and de-escalation strategies, limiting the need to restrain a student physically according to the 2023 Rules and the relevant guidelines.

Board

The board requires:

- compliance with the 2023 Rules, and
- an evidence-based assurance and reporting from their headmaster that this policy is being followed.

Headmaster

The Headmaster shall ensure:

- the implementation and compliance of this policy, including the completion of best practice training by all staff who are authorised to use physical restraint,
- operational compliance with the Education and Training Act 2020 and the 2023 Rules,
- all physical restraint incidents are immediately reported at the next board meeting,
- the board is informed of all relevant information (risks, trends, and impacts), and



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- all non-teaching staff who may use physical restraint on a student have been authorised by the board.

Monitoring

The headmaster shall report to the board:

- on compliance, or the actions being taken to ensure compliance with this policy, the legislation, and the 2023 Rules on reducing student distress and use of physical restraint, and
- at every board meeting, all incidents, matters, or risks relating to this policy, ensuring that the non-identification and privacy of individual students is maintained.

The board shall monitor the use of physical restraint, looking for trends and any action that could be taken at the governance level to support reducing such incidents.

Definitions	<p>As defined in the Education and Training Act 2020:</p> <p>Physical restraint is using physical force to prevent, restrict or subdue the movement of a student's body or part of the student's body against the student's will.</p> <p>Harm means harm to the health, safety, or well-being of the student or another person, including any significant emotional distress suffered by the student or the other person.</p> <p>Authorised staff member means an employee of a registered school who is trained and authorised by the employer to use physical restraint in accordance with Section 99 of the Act.</p>
Legislation	<p>Education and Training Act 2020 (Sections 99-101)</p> <p>Education (Physical Restraint) Rules 2023</p> <p>Health and Safety at Work Act 2015</p>
This policy is to be read in conjunction with the boards:	<ul style="list-style-type: none"> • Health and safety policy • Child protection policy • Privacy policy • Emergency procedures • Concerns and complaints process
Procedures/supporting documentation	<p>The Ministry of Education's Physical Restraint Guidelines</p> <p>Appendix 1 of the Rules</p> <p>Suggested procedures/practices that cover:</p> <ul style="list-style-type: none"> • the authorisation process • reducing and de-escalating student distress • training and support for staff • notifying and reporting on instances of physical restraint • monitoring the use of physical restraint
Review Schedule	Annually
Last reviewed	April- May 2023



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Appendix I

Physical Restraint Procedures

Staff are required to be familiar with these procedures for the use of physical restraint and all teaching staff and authorised staff are to have completed the mandatory module [Physical Restraint - Understanding the Rules and Guidelines](#)

Physical Restraint is defined as using physical force to prevent, restrict or subdue the movement of a student's body or part of the student's body against the student's will.

Authorisation for the use of Physical Restraint

Physical restraint can only be used by a person holding a teaching position or an authorised staff member at the school.

- a) Teaching positions include Registered Teachers and Limited Authority to Teach status.
- b) Authorised staff members are those employees of the school who have been trained in the use of physical restraint and given written authorisation by the Headmaster and Board.

Conditions required for a Physical Restraint

Physical Restraint must not be conducted unless it is:

- necessary to prevent imminent harm to the student or another person
- reasonably believed that there is no other option available in the circumstances to prevent the harm
- reasonable and proportionate in the circumstance

Situations where it may be appropriate to use physical restraint include:

- breaking up a fight
- stopping a student from moving in with a weapon
- stopping a student who is throwing furniture close to others who could be injured
- preventing a student from running onto a road.

If prevention and de-escalation techniques do not work and physical restraint is used:

Do not use these restraints:

- Physical restraint that inhibits the student's breathing, speaking or main method of communication, for example physical restraint that inhibits a student's ability to use sign language.
- Prone (face-down) physical restraint
- Pressure points and pain holds
- Tackling, sitting, lying or kneeling on a student
- Pressure on the chest or neck
- Hyperextension (bending back) of joints
- Headlocks
- Using force to take/drag a student, who is resisting, to another location
- Restraint when moving a student from one place to another – trying to get them into a van or taxi, for example – when they are in an escalated state, as this may escalate them further.



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The physical and psychological state of the student being restrained should be continuously monitored by the person performing the restraint and other people present. Apply physical restraint only for the minimum time necessary and stop as soon as the danger has passed.

A member of the School's Leadership Team must be notified as a matter of urgency. The contact details of the Headmaster and Deputy Headmasters can be found below.

Keith Simento (Headmaster) 021 156 7475
Craig Borich (Deputy Headmaster) 021 845 453
Mika Taito (Deputy Headmaster) 021 560 703

Following the incidence of a Physical Restraint, the school will follow the mandatory reporting process, completed by the Headmaster or their delegated representative.

Relevant documents:

Guidelines and rules for registered schools in New Zealand to prevent, de-escalate and safely respond to behaviours arising from student distress. Including minimising the use of physical restraint, checklists, and reporting processes.

[Minimising the use of physical restraint in New Zealand schools and kura](#)