

Student Restraint Report – CPI

Form JKA E 1

Student:

School:

Grade:

Date:

Time of Incident:

Location of Incident:

☐ General Education

☐ 504

☐ IEP

Attach escalation cycle management plan and/or behavior intervention plan

List of staff directly involved in incident (include names and titles; attach supplemental statements, if any):

Are all the above staff members currently CPI Certified? ☐ Yes ☐ No

If no, please explain why a certified CPI member was not involved.

Witnesses (include names and titles):

Description of events immediately before the behavior occurred:

CPI *Verbal Escalation Continuum* levels exhibited:

☐ Questioning

☐ Refusal

☐ Release

☐ Verbal threat/Intimidation

☐ Other: _____

Efforts/alternatives made prior to the use of restraint. Please explain your interventions and outcomes:

☐ Teaching interaction ☐ Offered self-control strategy ☐ Verbal de-escalation

☐ Other (please describe): _____

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Verbal Intervention:

- | | | | |
|---|--|--|--|
| ☐ Answered questions | ☐ Reset limits | ☐ Ignored the challenge | ☐ Took threat seriously |
| ☐ Redirected to task | ☐ Documented threat | ☐ Allowed to vent | ☐ Sought assistance |
| ☐ Moved the audience | ☐ Set limits | ☐ Other (Specify) _____ | |

Briefly describe the limits which were set:

Limit Setting:

- | | | | |
|------------------------|--|-------------------------|--|
| Limits were clear | ☐ Yes ☐ No | Limits were enforceable | ☐ Yes ☐ No |
| Limits were reasonable | ☐ Yes ☐ No | Limits were effective | ☐ Yes ☐ No |

Results:

- ☐ Behavior increased after verbal intervention.
- ☐ Behavior did not change after intervention.
- ☐ Tension reduction achieved, and debriefing process was initiated.

If the student acted out physically, please continue.

Risk Behavior:

Self-Injurious:

Did the student engage in self-harming behavior? ☐ Yes ☐ No

Please describe the self-harming behavior:

Did the student engage in physical behavior against peers (non-staff)? ☐ Yes ☐ No

- ☐ Strike (e.g., punch, slap, kick, use of a weapon)
- ☐ Grab/Hold (e.g., wrist grab, choke, hair pull, bite)
- ☐ Were any peers injured by this behavior?
- ☐ Were the injuries serious enough to require medical attention?

Did the student engage in physical behavior against staff? ☐ Yes ☐ No

- ☐ Strike (e.g., punch, slap, kick, use of a weapon) _____
- ☐ Grab/Hold (e.g., wrist grab, choke, hair pull, bite) _____
- ☐ Were any peers injured by this behavior? _____
- ☐ Were the injuries serious enough to require medical attention? _____
- ☐ Did the staff member receive medical attention through Workers' Comp? _____

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People notified of the incident: Include name, title, position, date, and time notified. Parents and building administrator must be notified the day of the restraint.

Please provide a summary of the notification to parents (e.g., email, phone call, in-person) and any notes regarding their response (questions, concerns, etc.)

Name and Title of Person writing report

Administrator:

Signature

Signature

Restraint form Checklist

Checklist	Date	Comments
If an injury to staff or student has occurred, submit student accident report and/or staff incident report.		
Building principal or designee verbally notify parent by the end of the school day that the restraint was used.		
Conduct internal review of incident of restraint, and debrief incident with staff involved.		

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Review documentation to ensure use of alternative strategies and recommend adjustments to procedures, if appropriate.		
If restraint was between one and five minutes, written notice given to parents on the day of the restraint.		
If restraint was five minutes or more, verbal notice given to parent on the day of restraint, and written report emailed, mailed or faxed to parent within five calendar days of the use of restraint.		
If requested by parents or the school, convene a meeting (that may be an IEP, BIP or 504 meeting) to review the incident.		

Copies of this report provided to:

Parent/guardian
Students confidential file (required)
Building administrator
Case manager
Building facilitator

Revised:

September 22, 2016
June 1, 2017
June 15, 2018
September 4, 2020
September 20, 2021
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