

TRAINING PLAN-SECLUSION AND RESTRAINT

The South La Porte County Special Education Cooperative will conduct an annual training for administrators and the building/department Seclusion and Restraint (S.A.R.) trainers for each building/department. An additional training will be held if there are modifications to the policy/plan. Trainers identified at each building.

Step #1

Components of the training will include:

- Overview of the school plan and state statute
- Interventions/alternatives to prevent seclusion/restraint
- How to debrief both the student and staff after an incident
- Definitions – Seclusion and Restraint/who, what, where (including an updated list of Safety Teams trained in CPI/CPR courses)
- Documentation/Parent/Guardian notification requirements

Step #2

School/Department Staff/School Resource Officer

School/Department Staff (employees who have daily access to students during the school day)

*Administrators, Teachers, Administrative Assistants, Paraprofessionals, Nurses, Lunch Aides, Recess Supervisors, Custodians, Food Service Personnel, Transportation*

**STAFF IN-SERVICE LED BY TRAINED SECLUSION AND RESTRAINT TRAINER WILL BE HELD ANNUALLY IN EACH BUILDING/DEPARTMENT. TRAINING SHOULD BE DOCUMENTED IN EACH BUILDING. Plan will be reviewed with all regular school staff and crisis team members will be introduced. Code for calling team will be reviewed.**

Substitutes

Substitutes will not seclude or restrain a student unless directed to do so in an emergency situation. This directive will be included in all substitute plans and be included in any required substitute annual training sessions.

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Volunteers

School volunteers will not seclude or restrain a student unless directed to do so in an emergency situation. This directive, along with definition of seclusion and restraint, will be included in the required annual volunteer application.

Bus Drivers/Bus Assistants

Plan will be reviewed at an annual safety meeting for all bus drivers and assistants.

Related Professionals/Itinerants

The Special Education Cooperative will insure that itinerant staff (OT/PT, Behavioral Consultants, Autism Consultants, etc.) are trained on Seclusion and Restraint annually.

Safety Teams/ CPI Staff

There will be a safety team in each building. Safety team members will attend certification/recertification courses offered by the South La Porte County Special Education Cooperative. Certification must occur every three years. Refresher courses are also offered.

Quarterly training will be offered by South La Porte County Special Education Cooperative.

Records of CPI certified staff will be kept by the Cooperative and at each building.