



Policy Number: 3520

Dated: 09/10/2025

POLICY REASONABLE FORCE SECLUSION AND RESTRAINT

PURPOSE

American Leadership Academy recognizes that every student should have the opportunity to learn in an environment that is safe, conducive to the learning process, and free from unnecessary disruption. At times, student behavior may present an immediate danger requiring emergency safety interventions. Behavioral interventions for students should promote and facilitate their safety and dignity. This policy outlines restrictions on, and allowable uses of, emergency safety interventions for all students.

DEFINITIONS

1. "Discipline" includes:
 - a. Imposed discipline; and
 - b. Self-discipline
2. "Disruptive student behavior" includes:
 - a. The grounds for suspension or expulsion described in Utah Code; and
 - b. The conduct described in Utah Code referenced below.
3. "Emergency safety intervention" means the use of seclusion or physical restraint when a student presents an immediate danger to self and/or others, and the intervention is not for disciplinary purposes.
4. "Immediate danger" means the imminent danger of physical violence/aggression towards self and/or others likely to cause serious physical harm.
5. "Mechanical restraint" means the use of a device as a means of restricting a student's freedom of movement.
6. "School employee" means:
 - a. A school teacher
 - b. A school staff member
 - c. A school administrator

- d. Any other person employed, directly or indirectly, by American Leadership Academy.
- 7. "Seclusion" means the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving. Seclusion is not timeout as that term is defined in this procedure. In addition to the foregoing, and consistent with the Utah Administrative Code, seclusion means that a student is:
 - a. Placed in a safe enclosed area by school personnel; and
 - b. In accordance with the requirements of Utah Administrative Code, which provides requirements for the design, construction, operation, sanitation, and safety of the school, and fire safety requirements.
 - c. Purposefully isolated from adults and peers; and
 - d. Prevented from leaving, or reasonably believes that the student will be prevented from leaving the enclosed area.
- 8. "Timeout or Sensory Area" means a behavior management technique that may be part of an approved treatment plan involving the separation of the student from the group, in a non-locked setting, for the purpose of calming. Timeout is not seclusion.

TRAINING

Appropriate school personnel will receive ongoing training in:

- 1. Crisis intervention;
- 2. Emergency Safety Intervention, and
- 3. Policies related to emergency safety interventions consistent with evidence-based practices.

PROHIBITED PRACTICES

Emergency Safety Interventions should not include:

- 1. Physical restraint, except when a student:
 - a. Presents a danger of serious physical harm to self and/or others; or
 - b. Is destroying property of significant value, whether monetary, sentimental, or other.
- 2. Physical restraint that obstructs the airways of a student or any physical restraint that adversely affects a student's primary mode of communication'
- 3. Prone, or face-down physical restraint; supine, or face-up, physical restraint;
- 4. Mechanical restraint, except those protective, stabilizing or required by law, any device used by a law enforcement officer carrying out law enforcement duties, seat belts, car seats, or any other safety equipment when used to secure students during transportation.
- 5. Chemical restraint, except as:

- a. Prescribed by a licensed physician or other qualified health professional acting under the scope of the professional's authority under State law, for standard treatment of a student's medical or psychiatric condition; and
 - b. Administered as prescribed by a licensed physician or other qualified health professional acting under the scope of the professional's authority under State law.
6. Seclusion, except when a student presents an immediate danger of serious physical harm to self and/or others.
7. For a student with a disability, Emergency Safety Interventions written into a student's Individualized Education Program (IEP), as a planned intervention are prohibited unless the following four conditions are met:
- a. School personnel, the family, and the IEP team agrees to less restrictive means which meet circumstances described in Utah Admin. Code (e.g. LRBI) have been attempted;
 - b. A Functional Behavior Assessment (FBA) has been conducted;
 - c. A (BIP) based on data analysis has been written into the plan and implemented; and
 - d. Requires approval from the Special Education Director.

PHYSICAL RESTRAINT AND SECLUSION

If an employee restrains a student or puts a student into seclusion:

1. The school or the employee shall, when reasonably possible, immediately notify the student's parent or guardian and school administration; and
2. The employee must immediately terminate physical restraint or seclusion when the student is no longer an immediate danger or if the student is in severe distress. The use of restraint should be for the minimum time necessary and never for more than 30 minutes.
3. The school shall use a release criteria.
4. The school shall ensure that any door remains unlocked.
5. The school shall maintain the student within line of sight.

The school will not use physical restraint or seclusion as a means of discipline or punishment.

EMERGENCY SAFETY INTERVENTION COMMITTEE

The school shall establish and Emergency Safety Intervention (ESI) committee. The school ESI Committee shall include:

1. At least two administrators;
2. At least one parent or guardian of a student enrolled in the school, appointed by the school; and
3. At least two educational professionals with behavior training and knowledge of both State rules and school discipline policies.

The school ESI Committee shall:

1. Meet often enough to monitor the use of emergency safety interventions in the school; and
2. Determine and recommend professional development needs.

PARENT/GUARDIAN NOTIFICATION

When ESI is used, the school shall notify the student's parent/guardian as soon as possible and before the student leaves the school. When seclusion is used for more than 15 minutes the school must notify the parent/guardian immediately. The notice shall be documented within the student records and in the school's student information system for reporting to the state superintendent. The school shall provide the parent/guardian with a copy of the notes and documentation taken during the ESI upon request. Within 24 hours of the use of ESI, the school shall notify the parent/guardian that they may request a copy of notes and documentation taken during the use of ESI. The parent/guardian may request a time to meet with school staff and administration to discuss the incident that required the use of ESI.

In addition the school shall:

1. Provide notice to parents and information about resources available to assist a parent in resolving the student's disruptive behavior.
2. Provide for notices of disruptive behavior to be issued by schools to qualifying minor and parent consistent with numbers of disruptions and timelines in accordance with Utah Code 53G-8-210 and school resources available.

ALLOWABLE USE

Consistent with Utah Code, nothing in this policy shall prohibit an employee from using reasonable and necessary force or restraint in self-defense or otherwise appropriate to:

1. Obtain possession of a weapon or other dangerous objects in the possession or under the control of a student;
2. Protect student(s) and/or another person(s) from physical injury; and/or
3. Remove a student who is violent or threatening from a situation; or protect property from being damaged.

REFERENCES

Utah Code 53G-8-205
Utah Code 53G-8-209
Utah Code 53G-8-210
Utah Code 53G-8-302
Utah Code R277-609
Utah Code R392-200
Utah Code R710-4-3

