

Deemack #701 Physical Restraint, Time Out, Isolated Time Out Reduction Plan

RTO Reduction Goal: The goal is to maintain ZERO incidents of Physical restraint and Time Out over a 12-month period. We currently have no incidents of physical restraint, time out or isolated time out for the past two school years (20-21 and 21-22).

Required Components	Action Item	Steps to Complete Action Item	Timeline	Responsible Party
A) Explain how the entity plans to adopt and utilize positive behavioral interventions and support rather than physical restraint, time out, and isolated time out;	-We have developed written procedures for when a student exhibits behaviors that threaten the well being of a student, themselves or adults for staff to follow.	-Review the written procedures including school policies for when a student engages in threatening behaviors. Make adjustments to written procedures if necessary.	August 15, 2022 to October 15, 2022	Director of Special Education
	-We have developed a yearly formal training series that includes the required 8 hours per Illinois School Code for all staff members who may have interactions with our students with exceptional needs and/or behavior intervention plans.	-Practice strategies for de-escalating situations at least one time throughout the 22-23 school year.	August 15, 2022 to May 25, 2023	Social Worker, School Psychologist, Director of Special Education
		-Schedule the required 8 hours of developmentally appropriate training with appropriate staff during the 22-23 school year and monitor staff participation and compliance.	August 15, 2022 to May 25, 2023	Director of Special Education, School Principals, TMCSEA trainers
		-Share and review behavior intervention plans and positive behavior support plans with general education teachers and teaching assistants and other IEP team members.	August 15, 2022 to November 1, 2022.	IEP Case Managers
		-Develop a tracking form and track completion of the 8 hours of	August 15, 2022 to May 25, 2023	Director of Special Education and

		required training.		Administrative Assistant
B) Identify effective ways/best practices to de-escalate situations to avoid physical restraint, time out, and isolated time out;	-The Physical Restraint and Time Out Oversight Committee will meet at least once during the 22-23 school year to review any crisis situations, evaluate the menu of behavior supports and identify any future training needs or revisions to procedures.	-Review and revise our system for tracking high level behaviors to document incidents with and without restraint and time out.	May 25, 2023	Director of Special Education
		-Train staff on early stage interventions to de-escalate and support students proactively.	May 25, 2023	Director of Special Education, Related Service Providers, and IEP Case Managers
		-Schedule 504 and IEP meetings when a student exhibits escalating behaviors to revise the BIP and positive behavior plan.	August 15, 2022 to May 25, 2023	IEP Case Managers, Behavior, Director of Special Education
		-Schedule and engage in at least 1 Physical Restraint and Time Out Oversight Committee Meetings	August 15, 2022 to May 25, 2023	Director of Special Education and School Principals
C) Describe how the entity will utilize crisis intervention techniques as an alternative to physical restraint, time out, and isolated time out	<p>-Staff trained in CPI will utilize established strategies in the event an individual is becoming dysregulated manifesting in physical behaviors.</p> <p>-Calming rooms and sensory break spaces will be utilized to provide individuals the space</p>	<p>-Provide de-escalation training for Teaching Assistants and other staff who are assigned to students with physical behaviors.</p> <p>-Schedule the required 8 hours of developmentally appropriate training with faculty during the 22-23 school year and monitor staff participation and compliance. This includes appropriate use of</p>	August 15, 2022 to May 25, 2023	Director of Special Education

	and time to re-regulate.	<p>the calming rooms and sensory break spaces.</p> <p>-Share and review behavior intervention plans and positive behavior support plans with general education teachers and teaching assistants and other IEP team members.</p> <p>-Develop a tracking form to track completion of the 8 hours. Track staff trained in de-escalation and restraint and Time out procedures.</p>		<p>IEP Case Managers</p> <p>Director of Special Education</p>
D) Describe the entity's plan to utilize debriefing meetings to reassess what occurred and why it occurred and to think through ways to prevent use of intervention the next time.	-The District will follow ISBE and Illinois School Code requirements for debriefing meetings, including written notice to parents, the right for parents to request a meeting within 2 days, written summary of the post RTO meeting, documentation of whether a post RTO meeting occurred, etc.	<p>-Review the written documents and procedures with the necessary faculty regarding debriefing procedures and post-RTO meetings.</p> <p>-Schedule debriefing meetings if RTO is required.</p>	August 15, 2022 to May 25, 2023	Director of Special Education, School Principals, and other team members

<p>E) Include action step(s) that describe procedures to ensure that appropriate school personnel are fully informed of the student's history, including any history of physical or sexual abuse, and other relevant medical mental health information. Such disclosures of student information must be consistent with federal and state laws and rules governing student confidentiality and privacy rights.</p>	<p>-School teams will conduct articulation meetings during teacher institute time, at the start of the school year and throughout the school year as needed to share the appropriate information about students with the new team. This may include an IEP, 504, care plan, behavior intervention plan, and any other information that would be relevant for proactively supporting the student.</p>	<p>-Schedule internal team meetings with the necessary faculty as new information is acquired to engage in the problem solving process.</p> <p>-Review health care plans at IEP and 504 meetings.</p> <p>-Ensure Skyward is updated with health information for the teachers who teach students with health needs, IEP or 504 needs.</p>	<p>August 15, 2022 to May 25, 2023</p>	<p>School based Core Teams, 504 teams, and IEP teams</p> <p>Administrative Assistant, and Director of Special Education</p>
<p>F) Identify steps to develop individualized student plans as required by PA 102-0339. Plans should be separate and apart from a student IEP or 504 Plan.</p>	<p>-Following each incident of behaviors that presents an imminent danger of serious harm, the Director of Special Education or school principal will contact the parent to schedule a post-RTO meeting to review the events that occurred prior to the incident and what would be done differently including alternative courses of action to support the student and to avoid potential or future use of time out, isolated time out and physical restraint.</p>	<p>-Develop meeting agenda and student plan template</p> <p>-Train teams on the RTO process including documentation and reporting documents</p> <p>-Complete documentation requirements per written procedures after an incident of behavior that presents an imminent danger of serious harm.</p>	<p>August 15, 2022 to May 25, 2023</p>	<p>Director of Special Education, parents, at least one staff member involved in the incident, at least one staff member not involved in the incident, student and relevant team members</p>
<p>G) Describe how the information will be made available to parents for review.</p>	<p>-The Physical Restraint and Time Out Plan will be posted on the District website.</p>	<p>-Written District behavior policies are posted online and in the student handbook.</p>	<p>June 1, 2022 to May 25, 2023</p>	<p>Director of Special Education and Technology Coordinator</p>

	-Parents will be provided information on the standards for using RTO, parent and student rights and State complaint process via the District website.	-RTO Plan will be posted by July 1, 2022 for parent knowledge. -RTO Plan will be shared with the Board of Education in the weekly Friday update before June 30, 2022.		
H) Describe a modification process (as necessary) to satisfy aforementioned goals.	-The Physical Restraint and Time Out Oversight Committee will meet at least one time during the 22-23 school year to review any crisis situations, evaluate the menu of behavior supports and identify any future training needs or revisions to procedures.	-Review Behavior Crisis Tracking Forms and revise RTO plan and develop goals for year 2.	August 15, 2022 to May 25, 2023.	Director of Special Education and the Oversight RTO Committee