

## **Davis School District LRBI Emergency Procedures**

Every once in a while a student with a disability may engage in dangerous behavior. In order to protect the student from hurting themselves or others, school personnel may need to implement an intensive intervention that is highly intrusive such as physical restraint. When such incidents occur the following procedures must be followed.

### **Procedures:**

#### **VI.A. IMPLEMENTATION OF EMERGENCY PROCEDURES**

When an emergency situation occurs that requires the immediate use of a highly intrusive intervention to protect the student or others from harm, the staff shall complete an emergency contact form and submit the form to the DSD Sped Department (fax 402-5189) and notify the student's parents within 24 hours.

### **Questions/Answers:**

Q. What would be considered an emergency situation?

A. When any of the following takes place and school staff intervenes to ensure the safety of students or staff:

#### *Danger to others*

Physical violence/aggression toward others with sufficient force to cause bodily harm.

#### *Danger to self*

Self-abuse of sufficient force to cause bodily harm.

#### *Severe destruction of property*

Severe destruction or physical abuse of property that may result in substantial monetary loss.

#### *Threatened abuse toward others, self, or property*

Substantial evidence of past threats leading to any of the behaviors defined as danger to others, danger to self, or severe destruction of property.

## **Emergency Contact:**

Q. What emergency contact procedures would be considered highly intrusive?

A. These would be interventions identified as any intensive intervention that is moderately or highly intrusive (see examples below as well as page 88 of the State Least Restrictive Behavior Interventions Special Education Guidelines).

**Moderately Intrusive Interventions include:**

1. Mechanical restraint for bus
2. Forceful physical guidance

**Highly Intrusive Interventions include:**

1. Contingent Intrusive Substances and Stimuli (i.e., taste aversion, aromatics, watermist).
2. Seclusionary time out – time out in a time out room
3. Enforced Relaxation
4. Manual Restraint
5. Mechanical Restraint

\* Each of these procedures are defined and examples given, with reminders and potential undesirable side effects, in the State LRBI guidelines. (see hyperlink)

Q. If an emergency contact occurs what do I do?

1. Complete an Emergency Contact form. (see hyperlink)
2. Notify the parent within 24 hours
3. Submit a copy of the Emergency Contact form to the Special Education Coordinator (fax 402-5189) within 24 hours

Note: This must all be completed within 24 hours.

## **Emergency Contact:**

Q. Where can I get an Emergency Contact form?

A. The Emergency Contact form is located on the Special Education Department website under Teacher Resources – Fillable Forms. It is titled “LRBI Emergency Contact Forms.” (see hyperlink)

Q. If the student has the intervention used as part of an official Behavior Intervention Plan (BIP) for which we have parental consent is it considered an emergency contact?

A. No. If the IEP Team has already met and addressed the severe behavior issues by completing a functional assessment of behavior (FUBA) and subsequently a BIP, and the parents have provided written consent for the specific intervention used, it would not be considered an emergency contact. The plan would be considered part of the student’s IEP as a supplementary aid and service. Such plans are periodically reviewed by the Local Human Rights Committee. All intensive interventions that are either moderately or highly intrusive require a functional behavioral assessment and parental consent.

Q. What if we have a BIP but the intervention used was different than the BIP prescribes?

A. In this case it would be an emergency contact and all emergency contact procedures must be followed.

Q. Are there any limits regarding how often emergency contacts can be made?

A. Yes. If a behavior requiring emergency procedures occurs more than once a week, two times in a month, or four times a year the behavior would no longer be considered an emergency or crisis and should be addressed in an IEP or through a BIP. If a functional assessment has not been completed, now would be a good time to do so.

Q. Are emergency contacts cumulative regardless of the behavior procedure used?

A. Yes. The allowable number or instances of a behavior requiring emergency procedures are cumulative in number, regardless of whether a different highly intrusive individual intervention is used.

## **Emergency Contact:**

### **Bottom Line:**

If a student exhibits a severe behavior that results in the use of moderately or highly intrusive behavioral intervention(s), and such interventions are not part of a Behavior Intervention Plan developed through the IEP process, school personnel must fill out an Emergency Contact form, notify the parent of the incident, and submit the emergency contact form to the Special Education Department, within 24 hours of the incident (fax 402-5189).