



## EDEN PRAIRIE SCHOOLS

Restrictive Procedures are used in an emergency crisis situation only:

Minnesota Statutes, section 125A.0941(b)

“Emergency” means a situation where immediate intervention is needed to protect a child or other individual from physical injury. Emergency does not mean circumstances such as: a child who does not respond to a task or request and instead places his or her head on a desk or hides under a desk or table; a child who does not respond to a staff person’s request unless failing to respond would result in physical injury to the child or other individual; or an emergency incident has already occurred and no threat of physical injury currently exists.

1. Complete appropriate form
  - a. Physical holding form – to be used when a transport or child’s control hold was used
  - b. Seclusion form – to be used when the seclusion room is used or egress was barred.
  - c. You may have to complete 2 forms (PH & Seclusion) if you used both a transport/hold and seclusion
2. Hold a meeting with those involved and complete de-brief, call the behavior team or a director to walk through the situation and fill out the form appropriately
3. Call parent that same day
4. Email form or the name of the student to look up to directors (Elem – Judy Beaton, CMS/HS – Jean Femrite) Christina Bemboom and Kiley Khavanin
5. Send form(s) home via method identified by parents (email, US mail)
6. Finalize documents in Sped Forms