



Boulder Valley School
DistrictFile: JKA-E1
Adopted: July 26, 2010
Revised: September 14, 2021

STUDENT RESTRAINT OR PHYSICAL INTERVENTION INCIDENT REPORT FORM

Student: _____ School: _____ Date: _____

Location: _____

Staff directly involved in restraint (include names and titles; attach supplemental statements, if any):

Witnesses (include names and titles):

Description of events immediately before the behavior occurred:

Alternatives offered prior to restraint		Environmental Supports	
Teaching interaction		Removed the audience	
Offered choices		Offer alternate location	
Verbal de-escalation		Remove objects	
Self-control strategies		Alternative seating	
Wait time		Reduce Noise	
Alternate location			

Type of physical intervention used:

- Physical Intervention (less than 5 min)
- Restraint (hold cumulatively exceeded five minutes)

please mark all that apply and time in each	Low	Medium	High
CPI seated hold			
CPI standing hold			

CPI Child Control			
CPI Team control			
Other			

Time: record duration of restraint, not duration of incident, reflecting times of release (example 1:02-1:08, 1:09-1:16)

Time restraint began: _____

Time restraint ended: _____

Chronological description of incident (include behavior, statements made, actions taken):

Resolution:

- _____ Student calm/reintegrated into classroom/educational programming
- _____ Student calm/additional time provided for de-escalation outside of instructional setting
- _____ Additional support requested (medical/mental health/parent/police)
- _____ Other(s) (please describe): _____

Injuries or property loss/damage:

Persons notified of incident (include name, title, date and time notified):

Name and Signature of Person Writing Report

Name

Signature

Name and Signature of Principal/Transportation Supervisor

Name

Signature

Checklist	Date	Comments
If an injury to staff or student has occurred, submit student accident report and/or staff incident report.		
Building principal (or designee) and/or Transportation Supervisor verbally notify parent by end of the school day that the restraint was used.		
Send a google doc of this form to SPED director and copy CPI trainer (Kelly Miller) for review.		
Review documentation to ensure use of alternative strategies and recommend adjustments to procedures, if appropriate.		
Report e-mailed, mailed or faxed to parent within 5 calendar days of the use of restraint.		
If requested by parents or the school, convene a meeting (that may be an IEP, BSP or 504 meeting) to review the incident.		

Copies: parent, student's confidential file [required], Director of Special Education, Transportation file [if applicable]

End of File: JKA-E1