



Palos District 118's Physical Restraint, Time Out, Isolated time Out Reduction Plan 2022-23

RTO Reduction Goal: The plan's objective shall be a 25 percent reduction in the use of physical restraint/time out/isolated time out over a 12 month period for (individual) students experiencing five-plus instances in a 30 day period.

- District 118 has had 0 students restrained over 5 times in a 30 day period. District 118 has had a total of 7 instances of physical restraint over the course of the 2021-22 school year. A 25% reduction of total restraint instances would be 5.
- The RTO plan team members are as follows: Erin Deval (Director of Student Services), Amy Heilicser (Special Education Teacher), Anna Labuda (Special Education Teacher), Roseann Misheck (Occupational Therapist), Mary Banner (Special Education Teacher), Breanna Hardie (Paraprofessional), Katie Jones (Special Education Preschool Teacher), Jill Rafter (Preschool Teacher), Terri Dodds (Assistant Principal)

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.

Action Item: District 118 will utilize positive interventions and supports rather than physical restraint, time out and isolated time out.

Steps to Complete Action Item:

Continued use of/initial implementation:

- PBIS-character coupons/cardinal cash, Charlie cards
- Student of the month/week
- Social skills groups including friendship groups, peer buddies, pacesetters
- Character education including Responsive Classroom, Second Step and Teach Town
- Social Workers
- Metropolitan Mental Health Services
- RtI/Title 1
- Check In/Check Out
- Class reward systems
- Quarterly Celebrations
- Lunch with Staff
- Additional Strategies



- Well established, structured routines and procedures
- High expectations and consistent response to behavior
- Collaborative learning
- Morning meetings with classroom
- Morning rituals
- Identification of potential triggers

Timeline: Start of FY23 school year

Responsible Party: Building Administration and Staff

B) Identify effective ways/best practices to de-escalate situations to avoid physical restraint, time out, and isolated time out.

Action Item: District 118 will utilize de-escalation techniques to avoid physical restraint, physical restraint, time out and isolated time out.

Steps to Complete Action Item:

Training and implementation of:

- Nonviolent Crisis Intervention (CPI)
 - Staff engages student with empathetic, non-judgmental approach
 - Staff will provide clear direction or instruction using structured choices and limits in calm voice
- Restorative practices
- Behavior Management Practices
- Additional Strategies:
 - Assess the student's basic needs
 - Identify triggers
 - Know when to switch out staff when they are emotionally charged
 - Offer safe place
 - Offer calming items and noise reduction
 - Model/implement breathing techniques

Timeline: Start of FY23 school year

Responsible Party: Building Administration and staff



C) Describe how the entity will utilize crisis intervention techniques as an alternative to physical restraint, time out and isolated time out.

Action Item: District 118 will utilize crisis intervention techniques as an alternative to physical restraint, time out and isolated time out.

Steps to Complete Action Item:

- Nonviolent Crisis Intervention (CPI)
 - Staff engages student with empathetic non-judgmental approach
 - Staff will provide clear direction or instruction using structured choices and limits in calm voice
- Use strategies to maximize safety and minimize harm for all
- Additional Strategies
 - Assess the student's basic needs
 - Identify triggers
 - Know when to switch out staff when they are emotionally charged
 - Offer safe place
 - Offer calming items and noise reduction
 - Model/implement breathing techniques

Timeline: Start of FY23 school year

Responsible Party: Building Administration and staff

D) Describe the entity's plan to utilize debriefing meeting to reassess what occurred and why it occurred and to think through ways to prevent use of intervention the next time.

Action Item: District 118 will utilize debriefing meetings to review what occurred and revise staff response to prevent crisis or improve de-escalation techniques.

Steps to Complete Action Item:

- Ensure that emotional and physical control is regained by student and staff
- Orient the team to the basic facts of the incident; review behavior document
- Look for patterns in student behavior and staff responses to said behavior
- Investigate alternatives to the behavior and strengthen staff responses
- Negotiate future approaches and expectations to student behavior
- Implement changes that improve future occurrences of behavior



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- Give back responsibility to student while supplying support and encouragement
- Give support and encouragement to staff
- Include parent as team member

Timeline: Start of FY23 school year

Responsible Party: Building Administration and staff

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.

Action Item: District 118 will ensure that appropriate school personnel will be fully informed of relevant student information while maintaining student confidentiality

Steps to Complete Action Item:

- Staff specific access to district student information system
- Student Support Team will keep the appropriate staff
- Nurse will provide relevant student health information
- Special Education Case Managers will provide relevant IEP information
- Social Workers will provide relevant social emotional information
- Social Workers will provide relevant 504 information
- General Education Teachers will identify/refer concerns with at-risk students through Rtl process
- District substitutes will be provided with student specific relevant information

Timeline: Start of FY23 school year

Responsible Party: Building Administration and staff



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.

Action Item: District 118 staff will develop individualized student plans to address needs of at-risk students

Steps to Complete Action Item:

- Students complete Rhithm social emotional check in tool consistently
- Staff reviews Preschool DIAL screener data
- Staff collaboration teams review Rtl student forms
- At data days, team meetings, collaboration meetings, identify students of concern and collect additional data
- Define/analyze the problem based on data review

Timeline: Start of FY23 school year

Responsible Party: Building Administration and staff

G) Describe how the information will be make available to parents for review.

Action Item: District 118 will inform parents of the RTO reduction plan

Steps to Complete Action Item:

District Website

Timeline: Start of FY23 school year

Responsible Party: Director of Student Services

H) Describe a modification process (as necessary) to satisfy aforementioned goals.

Action Item: District 118 will design a process to review and/or modify RTO Reduction Plan goals

Steps to Complete Action Item:

- District RTO Oversight Team will review plan annually to assess whether changes are warranted



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- District RTO Oversight Team will review updated disaggregated district-level RTO data to determine if the reduction goal was met
- District may consider revision to any of the following:
 - School Improvement Plan
 - Strategic Plan
 - RTO Reduction Plan
 - Professional Development Plan

Timeline: Start of FY23 school year

Responsible Party: District RTO Oversight Team