



**GADSDEN INDEPENDENT SCHOOL DISTRICT
Documentation of Restraint of Student**

Direction to employee

- This report must be completed by the individual performing the restraint and submitted to the Director of Special Education Department after any physical restraint of a student with an IEP.
- If the student involved is not a student with an IEP, this report must be submitted to the Administrator handling the incident.
- **This report must be sent within 24-hours of the administration of the restraint.**

Identifying Information		
School		
Student Name	ID#	
Date/Time of Restraint		
Date of submission of this report		
Student Age	Gender	Grade Level
Does Student have an IEP?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If YES, name of Case Manager		
If NO, name of Administrator handling the incident		
This report prepared by	Signature	
Title/Position	Telephone	
Staff Administering Restraint		
Name	Title/Position	Restraint Certification Type/Expiration:
Name	Title/Position	Restraint Certification Type/Expiration:
Name	Title/Position	Restraint Certification Type/Expiration:
Name	Title/Position	Restraint Certification Type/Expiration:
Observers (if any)		
Name	Title/Position	
Name	Title/Position	

Description of the Event Requiring Restraint	
Location and activity where restraint occurred	
Precursor to behavior which required restraint	
De-escalation techniques used prior to restraint	
CPI hold(s) utilized and rationale for type of hold	
Student behavior/reaction during restraint	
How CPI restraint ended	
Duration of restraint	
Did an injury to student or staff occur during restraint? If yes, attached nurse's report.	
Administrator (or designee) who was verbally informed following the restraint	
Name	Title/Position
Reported by	Title/Position
Parent/guardian who was informed of this restraint	
Name	Telephone
Contacted by	Title/Position
Date and type of contact	
Further Actions to be Taken	
Date of staffing (Required if restraint is used two or more times in thirty-calendar-day period)	
As a result of staffing, does student require updated FBA/BIP?	