



SUPERINTENDENT OF PUBLIC INSTRUCTION

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October 30, 2018

(X) Action Required
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() Informational

BULLETIN NO. 102-18 STUDENT ENGAGEMENT & SUPPORT

TO: Educational Service District Superintendents
School District Superintendents
School District Administrators
School District Business Managers
Building Managers

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: Restraint and Isolation Data Gathering 2017–18

CONTACT: Mike Donlin, School Safety Program Supervisor
360-725-6044, mike.donlin@k12.wa.us

PURPOSE/ BACKGROUND

The Office of Superintendent of Public Instruction (OSPI) is providing information relative to data reporting for restraint or isolation of students (Substitute House Bill 1240 (2015)).

SHB 1240 (2015) amended **RCW 28A.600.485** and expanded the prohibition of restraint and isolation to **all students**. It allows restraint or isolation of **any** student only when “reasonably necessary to control spontaneous behavior that poses an imminent likelihood of serious harm, as defined in RCW 70.96B.010.” The provisions of the bill apply only to incidents of restraint or isolation which occur while a student is participating in school-sponsored instruction or activities. It should be noted that this is not limited to Special Education data collection, and data reporting is required by both [RCW 28A.600.485](#) and [WAC 392-172A-02110](#).

Improper use of restraint and isolation may result in unintended discrimination against students, including students with disabilities. OSPI is charged with using these data and other relevant information to provide technical assistance supporting training, practices, and other efforts used by schools and districts to reduce the use of restraint and isolation.

RCW 28A.600.485 requires any school employee, resource officer, or school security officer who uses restraint or isolation on a student during school-sponsored instruction or activities to inform the building administrator or building administrator's designee as soon as possible, and within two business days submit a written report of the incident to the district office. The written report must include, at a minimum, the following information:

1. The date and time of the incident.
2. The name and job title of the individual who administered the restraint and/or isolation.

3. A description of the activity that led to the restraint and/or isolation.
4. The type of restraint and/or isolation used on the student, including the duration.
5. Whether the student or staff was physically injured during the restraint and/or isolation incident and any medical care provided.
6. Any recommendations for changing the nature or amount of resources available to the student and staff members in order to avoid similar incidents.

By January 1 annually, each school district shall summarize the written reports of restraint and isolation of any student and submit the summaries to the Office of Superintendent of Public Instruction. For this collection, the district shall report the following data for each school:

1. Number of individual incidents of restraint and isolation.
2. Number of students involved in the incidents.
3. Number of injuries to students and staff.
4. Types of restraint or isolation used.

Definitions

Restraint – Physical intervention or force used to control a student, including the use of a restraint device to restrict a student's freedom of movement. It does not include appropriate use of a prescribed medical, orthopedic, or therapeutic device when used as intended, such as to achieve proper body position, balance, or alignment, or to permit a student to safely participate in activities.

Isolation – Restricting the student alone within a room or any other form of enclosure, from which the student may not leave. It does not include a student's voluntary use of a quiet space for self-calming, or temporary removal of a student from his or her regular instructional area to an unlocked area for purposes of carrying out an appropriate positive behavior intervention plan.

Restraint device – A device used to assist in controlling a student, including but not limited to metal handcuffs, plastic ties, ankle restraints, leather cuffs, other hospital-type restraints, pepper spray, tasers, or batons. Restraint device does not mean a seat harness used to safely transport students. This section shall not be construed as encouraging the use of these devices.

Reporting Requirement

RCW 28A.600.485 includes a reporting requirement for the 2017–18 school year. By January 1, 2019, each school district is required to submit summary data to OSPI. Districts are required to report annually for each school year. Within ninety days of receipt, OSPI is required to publish the summary data on its website. For this collection, the district shall report the following data for each school:

For each **school**¹, the school district shall include:

¹ School is defined for the purpose of this reporting as any location where students attend school for all or part of their school day. This definition includes preschool/early childhood programs, secondary transition programs, non-

1. The number of **individual incidents** of restraint and isolation—This number will reflect the total number of **incidents** resulting in restraint and those resulting in requiring isolation of any student. This is an aggregation of the written reports described above.
2. **Unduplicated student counts**—The unduplicated number of any and all students who were restrained or isolated.
3. The **number of injuries** to students and staff—The number of staff with an injury(s) which resulted from the restraint and/or isolation itself. The number of students with an injury(s) which resulted from the restraint and/or isolation itself. These numbers will not include other injuries which may have resulted from the incident.
4. The **types of restraint or isolation** used—The collection tool includes a drop down menu with possible methods of restraint and a text box to identify types or locations of isolation. Please check or identify all that apply.
5. The indication of no incidents (reported as “0”) for each school that did not use restraint or isolation on any student.

If there were **no incidents in any schools** requiring the use of restraint or isolation of any student, districts must indicate no incidents (reported as “0”) for each school.

Data Available to the Public

OSPI publishes restraint and isolation data on the OSPI website. Data will be made available on the OSPI K–12 Data and Reports and the School Safety Center Restraint and Isolation Data Reporting page at <http://k12.wa.us/DataAdmin/PerformanceIndicators/DataAnalytics.aspx>; <http://www.k12.wa.us/SafetyCenter/Restraint-Isolation/default.aspx>

School districts are responsible for missing, incomplete, or inaccurate data. Please check your data carefully; it will be published on the OSPI website.

District Access to the Electronic Data Collection System

The Restraint and Isolation application can be found under My Applications in the EDS at <http://eds.ospi.k12.wa.us>.

1. District Data Security Managers will be able to assign the restraint and isolation role. District personnel completing and submitting the report must first contact their District Data Security Manager to be given access to the reporting system. If you do not have a username and password, you may create an EDS account or your District Data Security Manager can establish an account for you. A list of Data Security Managers for each district is available at <https://eds.ospi.k12.wa.us/SecurityManagerList.aspx>.

public agencies (NPAs) or other entities with whom a district contracts with to provide students services, and any other programs operated by the school district.

2. Please update your contact information found under Edit my personal information. This will enable us to communicate with you more effectively as our distribution lists are generated through this feature.

INFORMATION AND ASSISTANCE

For questions regarding the content of this memorandum, please contact Mike Donlin, Program Supervisor, School Safety Center, at 360-725-6044, or at mike.donlin@k12.wa.us. The agency TTY number is 360-664-3631.

On or before November 1st, 2018, OSPI will post to their website a webinar focused on restraint and isolation technical assistance.

This bulletin is also available on the [Bulletins and Memoranda](http://www.k12.wa.us/BulletinsMemos/bulletins2017.aspx) page of the OSPI website. (www.k12.wa.us/BulletinsMemos/bulletins2017.aspx).

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