

Physical Restraint, Time Out, and Isolated Time Out Progress Report and Reduction Plan Template for Special Education Cooperatives and Non-Public Special Education Facilities

This template can assist in guiding the development of the RTO Reduction Plan and Progress Report. An entity may choose to utilize another template/format. The Reduction Plan and Progress Report shall be submitted to rtoreductionplan@isbe.net by October 15, 2024.

Progress Report:

Please review and report your entity's physical restraint, time out, and isolated time out (RTO) data related to school year 2023-2024. This is your baseline data.

During the 2023-2024 school year, SEDOL has experienced a significant reduction in physical restraint numbers district wide. Overall, the district had a total of 291 physical restraints across all programming. Cyd Lash Academy-4, Fairhaven-3, Gages Lake School-260, Laremont-14, Sector-10, and all other programming had zero reported incidents.

The total number of students who required a physical restraint during the 2023-2024 school year was also reduced to a total of 53.

After reviewing your school's baseline data, did your RTO reduction oversight team make any decisions on the goals you selected?

The team decided to focus on the two required goals as well as a third goal related to students with emotional disabilities as our population at Gages Lake School and Cyd Lash Academy experienced the highest number of incidents during the past school year.

Are there any areas of focus that you will be addressing that are not included in the goals?

The team will be considering additional trauma informed practices and trauma based training for all staff across the district. The team has seen a positive effect of the implementation of Ukeru as an alternative to physical restraint but more importantly, the focus on the impact of trauma on the brain.

Reduction Plan Template

List the names and titles of members of your RTO oversight team. Teachers, paraprofessionals, school service personnel, and administrators must be included.

Matthew Crowley (Assistant Superintendent), Samantha Haney (Sector Supervisor), Yesenia Jimenez-Captain (district rep), Bailey Kostas (LBS/Behavioral Specialist), Nicole Richter (Assistant Principal), Alex Letto (NCI Coordinator/behavioral specialist assistant), Samantha Kozlowski (LBS Teacher), Carol DuClos (district rep), Traci Strieter (Assistant Superintendent)

List dates of oversight team meetings:

06/27/24

Future Meetings:
December 2024
May 2025

Goal Development: The plan's objective shall be centered around at least three reduction goals. The two required goals for every entity are:



The plan shall include at least one goal selected by the entity from the list of optional goals based upon its data. **You must select at least one of the following goals:**

- Reduce the number of K-2 students experiencing RTO by 25% of students.
- Reduce the number of students of color experiencing RTO by 25%.
- Reduce the number of students experiencing five-plus instances of RTO in a 30-day period by 25%.
- Reduce the number of male students experiencing RTO by 25%.
- Reduce the number of incidents of RTO for students with autism by 25%.
- Reduce the number of students with an emotional disability experiencing RTO by 25%.
- Reduce the number of students with Individualized Education Programs (IEPs) experiencing RTO by 25%.

Required Components	Action Item	Steps to Complete Action Item	Timeline	Responsible Party
<p>Provide details of a plan to support a vision for cultural change that reinforces the following:</p> <p>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.</p>	<p>SEDOL has already begun this work by adopting Ukeru as an alternative to physical restraint. All new staff receives training during the onboarding process.</p>	<p>Recertification of Ukeru training.</p> <p>Expand Ukeru training, especially that of the trauma-based practices, to all staff.</p>	<p>Continuous throughout the school year.</p>	<p>District Administration, Ukeru Trainers</p>
<p>B) Identify effective ways/ best practices to deescalate situations to avoid physical restraint, time out, and isolated time out.</p>	<p>All staff is trained in NCI annually. All new staff is also trained in Ukeru as well as staff at Gages Lake, Fairhaven, and Sector Programs.</p>	<p>Schedule regular training cycles for all staff that align with training requirements.</p>	<p>Continuous throughout the school year.</p>	<p>NCI Trainers</p>
<p>C) Describe how the entity will utilize crisis intervention techniques as an alternative to physical restraint, time out, and isolated time out.</p>	<p>Continuous professional development for staff in recognizing and responding to precursor behaviors to proactively prevent escalation.</p>	<p>Develop district wide training schedule for all initiatives and professional development offerings.</p>	<p>Continuous throughout the school year.</p>	<p>District administration, NCI trainers, Ukeru trainers</p>
<p>D) Describe the entity's plan to utilize debriefing meetings to reassess what occurred and why it occurred and to think through ways to prevent use of intervention the next time.</p>	<p>Individual teams will meet regularly to debrief situations that require a physical intervention.</p>	<p>Individual teams will schedule meetings as needed following an event.</p>	<p>Continuous throughout the school year.</p>	<p>Building administration, behavioral specialists, individual student teams.</p>

Required Components	Action Item	Steps to Complete Action Item	Timeline	Responsible Party
<p>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.</p>	<p>Provide district-level access to student management systems for all social workers, counselors, psychologists, and behavioral specialists.</p> <p>Train all above individuals as well as administrators on student safety assessments and student safety risk protocols.</p>	<p>Remind staff of access levels and train on how to access student records and safety protocol tools/guidance.</p>	<p>Department Meetings Fall 2024</p> <p>Recertification training for NCI and Ukeru</p>	<p>District administration Department Liaisons NCI Trainers</p>
<p>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.</p>	<p>All incidents of physical restraint will require staff to complete the ISBE form as well as the Log of Student Behavior Form.</p>	<p>Ensure forms are accessible to all programs.</p> <p>Train all teams on accurate documentation of forms.</p>	<p>At annual trainings for all staff.</p>	<p>NCI Trainers</p>
<p>G) Describe how the information will be made available to parents for review.</p>	<p>Information will be available on the SEDOL district website.</p>	<p>Updated website to include the district's RTO Reduction Plan.</p>	<p>Fall 2024</p>	<p>District Administration</p>
<p>H) Describe a modification process (as necessary) to satisfy aforementioned goals.</p>	<p>RTO Oversight Team will be bi-annually (twice a year) as necessary to review progress on goals</p>	<p>Schedule meetings. Share progress at least annually on goals and benchmarks.</p>	<p>December 2024 May 2025</p>	<p>RTO Oversight Team</p>