



Restraint and Seclusion Checklist

Restraint refers to either mechanical or physical restraint.

- Mechanical restraint is “the use of any device or equipment to restrict a student’s freedom of movement.”¹
- Physical restraint is “a personal restriction that immobilizes or reduces the ability of a student to move his or her torso, arms, legs, or head freely.”²

Seclusion is “the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving.”³

In certain circumstances, the use of restraint and seclusion may result in discrimination against students with disabilities in violation of Section 504 of the Rehabilitation Act, 29 U.S.C. § 794, and the Americans with Disabilities Act, 42 U.S.C. §§ 12101 et seq.⁴ Please complete the following checklist to help DC PCSB know whether these techniques are used at your school and to ensure your school is compliant with applicable law.

Please consult the Department of Ed’s policy page on [Restraint and Seclusion](#) for further guidance and additional resources.

Restraint

1. _____ **Public Charter School** utilizes authorized restraint techniques.
- ☐ Yes
- ☐ No

¹ Office for Civil Rights, *Dear Colleague Letter: Restraint and Seclusion of Students with Disabilities* at 6, available at <https://www2.ed.gov/about/offices/list/ocr/letters/colleague-201612-504-restraint-seclusion-ps.pdf>. Note that this definition does not include “devices implemented by trained school personnel, or utilized by a student that have been prescribed by an appropriate medical or related services professional and are used for the specific and approved purposes for which such devices were designed.” *Id.*

² *Id.* at 6. Note that this definition does not include a physical escort, which is “a temporary touching or holding of the hand, wrist, arm, shoulder or back for the purpose of inducing a student who is acting out to walk to a safe location.” *Id.*

³ *Id.* at 7. Note that seclusion does not include a timeout, which is “a behavior management technique that is part of an approved program, involves the monitored separation of the student in a non-locked setting, and is implemented for the purpose of calming.” *Id.*

⁴ See generally *id.*

(Please complete Questions 2-6 if you selected "Yes" in Question 1 above; if you selected "No," you may skip to Question 7.)

2. What method or model of authorized restraint techniques has your school adopted?

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3. How many staff members are certified in appropriate use of specific, authorized restraint techniques?

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4. Does your school have a written policy to utilize restraints?

- ☐ Yes
☐ No

5. Does your written policy include recording instances of restraint and contacting parents after an instance of restraint?

- ☐ Yes
☐ No
☐ We do not have a written policy

6. Through what methods have you informed parents of the school's use of restraint as a possible emergency response at your school?

Seclusion

7. _____ **Public Charter School** utilizes authorized seclusion techniques.

- ☐ Yes
☐ No

(Please complete Questions 8-14 if you selected "Yes" in Question 7 above; if you selected "No," you may skip to the signature at the end of this form.)

8. It is recommended that schools have a written policy for the appropriate use of seclusion. Does your school have a written policy to utilize seclusion?

☐ Yes

☐ No

9. Does your staff receive training based on your written policies and procedures for secluding students?

☐ Yes

☐ No

☐ Yes, we receive training, but do not have a written policy

10. Who provides training to staff on your school's method of seclusion?

11. How many staff members are trained to seclude students?

12. What space(s) does your school utilize for secluding students?

13. Does your written policy include recording instances of seclusion and contacting parents after an instance of seclusion?

☐ Yes

☐ No

☐ We do not have a written policy

14. Through what methods have you informed parents of the school's use of seclusion as a possible emergency response?

Restraint and Seclusion Reporting

1. Does your school have a reporting template and process that is consistent with the requirements of Chapter 30 of Section 5A of the DC Municipal Regulations (DCMR) updated in May 2022⁽⁵⁾?
☐ Yes
☐ No
☐ Not Applicable

2. Does your school have a section of the policy that ensures the parent and the District of Columbia Agency involved with the child's placement is notified within one business day if the restraint or seclusion results in an injury of any parties involved?
☐ Yes
☐ No
☐ Not Applicable

3. **[For LEAs with students attending Non-Public (NP) Placement only].** Does your school receive notification when any student enrolled at your LEA but attends a NP school experiences restraint and seclusion to ensure compliance to Chapter 30 of Section 5A of the DCMR?
☐ Yes

☐ No

Name: _____ Title: _____

Signature: _____ Date: _____

⁵ See section 3044-3046 of [5A Chapter 30](#)