

Norfolk Steps

Use of Force Guidance document for parents



**Fred
Nicholson
School**

To support the new recording and reporting processes:

What is changing?

It is important to reiterate that **our practice has not changed**. Our staff continue to use the same supportive, therapeutic approach as always. What *has* changed is our reporting system. To ensure you have total clarity, our reports will now use specific names for the different techniques used to support pupils.

Understanding the Techniques

To help you visualise what these terms mean, we have included a series of images below. These illustrations demonstrate the standard **Norfolk Steps** techniques. By matching the names on a reporting form to these images, you can see exactly how a staff member may have interacted with your child to keep them or others safe.

Compliant hand holding



Shoulder hug (closed hand)

You can walk with a CYP. This is called a **'guided shoulder hug'**.



Arm hug (closed hand)

You can walk with a CYP. This is called a **'guided arm hug'**.



Paired guided arm hug (closed hand)



Elbow tuck



Figure of 4



Figure of 4: kneeling (or if CYP drops to floor)



Figure of 4 seated



Lone worker



Braced hold



Release from clothing grabs (Tube grip)



Release from clothing grabs (Tangled grip)



Release from clothing grabs (Tangled grip)



Release from hair grabs (Tube grip)



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Release from hair grabs (Tube grip)



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Release from hair grabs



Bite response



Seclusion

Seclusion is a non-disciplinary intervention involving keeping a pupil confined to a place away from others and prevented from leaving - would only be used as a safety measure to protect others from harm when a pupil is experiencing high levels of emotional or behavioural dysregulation.

The place to which the pupil is confined should be safe and not feel threatening or intimidating to the pupil. The pupil should be supervised at all times during the period of seclusion. As soon as the immediate risk of harm has reduced, the pupil should be allowed to leave.