

Tiffin City Schools CPI Protocol

In the event of a CRISIS situation, any event that is, or is expected to lead to, an unstable and dangerous situation, involving an individual who in the beginning stages of Behavioral Levels, Anxiety and Defensive, the following steps/actions will be taken.

Individual is able to be directed to another location

1. Attempt to calm the individual down without engaging in physical contact.
2. Attempt to have the individual move to another area (office, separate room, Guidance room, etc.) away from others in the classroom.
 - a. Two adults must remain with the student at all times.
3. If the individual is not cooperative, notification will be made to the office.
4. Ensure that the other individuals in the classroom are safe and supervised.
5. Crisis Team will be put on standby.
 - a. If the classroom teacher is a member of the Crisis Team and is called away from his/her room, the teacher in a neighboring room will be placed in charge of monitoring both rooms.
6. Next Steps
 - a. Individual returns to a calm state with no additional concerns, individual can return to classroom.
 - b. Individual's behavior escalates, Crisis Team will be called into action

** Documentation of the event/situation must be documented using the district CPI documentation forms.

In the event that the individual moves into Emotional Release or Intimidation and violent behavior is displayed, the following steps/actions will be taken.

1. Crisis Team will be called to the location via the PA system/loud speaker.
2. Crisis Team will engage the individual in directives, set limits, and give choices to the individual.
3. Nonviolent Physical Restraint used if behaviors escalate to violence to self or others.
4. Restraint will be used until the individual regains self-control.
5. Individual supported through discussion of other options and ways to support the individual.
6. When the individual becomes consistently calm, individual may return to the classroom.

** Documentation of the event/situation must be documented using the district CPI documentation forms.

In the event of a CRISIS situation, any event that is, or is expected to lead to, an unstable and dangerous situation involving an individual who moves quickly through the stages of Behavioral Levels, Anxiety, Defensive, Acting-Out, the following steps/actions will be taken.

Individual demonstrates violent behavior in the classroom

1. Attempt to calm the individual down without engaging in physical contact.
2. Attempt to have the individual move to another area (office, separate room, Guidance room, etc.) away from others in the classroom.
 - a. Two adults must remain with the student at all times.
3. If the individual is not cooperative, notification will be made to the office.
4. Crisis Team will be called in.
 - a. If the classroom teacher is a member of the Crisis Team and is called away from his/her room, the teacher in a neighboring room will be placed in charge of monitoring both rooms.
5. Remove other individuals to a safe location.
6. Next Steps
 - a. Individual returns to a calm state, escort to another location to engage in supporting the individual.
 - b. Individual's behavior escalates; Crisis Team will implement a Nonviolent Physical Restraint.
 - i. Restraint will be maintained until the individual returns to a self-controlled state.
 - ii. Individual will remain under supervision while supports are provided.

Individual demonstrates violent behavior outside of the classroom

1. Attempt to calm the individual down without engaging in physical contact.
2. Attempt to have the individual move to another area (office, separate room, Guidance room, etc.) away from others in the classroom.
 - a. Two adults must remain with the student at all times.
3. If the individual is not cooperative, notification will be made to the office.
4. Area cleared of other individuals.
5. Crisis Team will be called in.
 - a. If a classroom teacher is called out as part of the Crisis Team his/her room, the teacher in a neighboring room will be placed in charge of monitoring both rooms.
6. Next Steps
 - a. Crisis Team will implement a Nonviolent Physical Restraint.
 - i. Restraint will be maintained until the individual returns to a self-controlled state.
 - ii. If individual can safely be escorted to another location, Crisis team will do so.

- iii. Restraint will be maintained, if needed, until the individual is in a safe location and has returned to a self-controlled state.
- iv. Individual will remain under supervision while supports are provided.

Required Steps

- Only CPI Trained staff can engage in any student restraint
- Documentation of situation completed
- Parents notified of restraint
- Therapeutic support provided to individual
- Crisis Team debriefing
- Document, Document, Document
- Keep all documentation on file
- Send a copy of documentation to the Director of Student Services, or Special Education Designee
- Report to EMIS Coordinator

Other Possible Steps/Actions

- Additional contacts may be made to:
 - Law Enforcement
 - Case Managers
 - Case Workers
 - Doctors, Mental Health services
- Functional Behavior Assessment
- Behavioral Intervention Plan
- Progress monitoring