



Student Restraint and Seclusion

Portland Public Schools is dedicated to the development and application of best practices within the district's educational and behavioral programs. In accordance with state law, physical restraint and seclusion may only be used in very limited circumstances. This Administrative Directive defines the circumstances that must exist and the requirements that must be met prior to, during, and after the use of restraint and/or seclusion with district students.

I. Definitions

- A. Chemical restraint means a drug or medication that is used on a student to control behavior or restrict freedom of movement and that is not:
 - i. Prescribed by a licensed physician or other qualified health professional acting under the professional's scope of practice for standard treatment of the student's medical or psychiatric condition; and
 - ii. Administered as prescribed by a licensed physician or other qualified health professional acting under the professional's scope of practice.
- B. Mechanical restraint means a device used to restrict the movement of a student or the movement or normal function of a portion of the body of a student. Mechanical restraint" does not include:
 - i. A protective or stabilizing device ordered by a licensed physician; or
 - ii. A vehicle safety restraint when used as intended during the transport of a student in a moving vehicle.
- C. Physical Restraint means the restriction of a student's actions or movements by holding the student or using pressure or other means.
 - i. Restraint does not include:
 - a) Holding a student's hand or arm to escort the student safely and without the use of force from one area to another;
 - b) Assisting a student to complete a task if the student does not resist the physical contact; or
 - c) Providing reasonable intervention with the minimal exertion of force necessary if the intervention does not include a restraint prohibited under ORS 339.288 and the intervention is necessary to:
 - (1) Break up a physical fight;



Student Restraint and Seclusion

- (2) Interrupt a student's impulsive behavior that threatens the student's immediate safety, including running in front of a vehicle or climbing on unsafe structures or objects; or
 - (3) Effectively protect oneself or another from an assault, injury or sexual contact with the minimum physical contact necessary for protection.
- D. Prone restraint means a restraint in which a student is held face down on the floor.
- E. Supine restraint means a restraint in which a student is held face up on the floor.
- F. Seclusion means the involuntary confinement of a student alone in a room from which the student is physically prevented from leaving. Seclusion does not include:
 - a) the removal of a student for a short period of time to provide the student with an opportunity to regain self-control if the student is in a setting from which the student is not physically prevented from leaving.
 - b) A student being left alone in a room with a closed door for a brief period of time if the student is left alone for a purpose that is unrelated to the students behavior
- G. Seclusion Cells are prohibited under OAR 581-021-0569. A Seclusion cell is freestanding, self-contained unit that is used to
 - i. Isolate the student from other students or
 - ii. Physically prevent a student from leaving the unit or cause the student to believe that the student is physically prevent from leaving the unit
- H. Seclusion Rooms- No PPS school, program or staff is authorized to create or use a seclusion room. If a student needs to be separated from their class for their safety or the safety of others, the following standards must be followed:
 - i. Any wall that is part of the room used for seclusion must be part of the structural integrity of the room (not free standing cells or portable units attached to the existing wall or floor), and must be no less than 64 square feet; the distance between adjacent walls must be no less than 7 feet across.
 - ii. The room must not be isolated from school staff of the facility;



Student Restraint and Seclusion

- iii. Doors must be unlocked or equipped with immediate-release locking mechanisms;
- iv. The door must open outward and contain a port of shatterproof glass or plastic through which the entire room may be viewed from outside; half doors are acceptable options as well where direct visual monitoring can occur.
- v. The room must contain no protruding, exposed, or sharp objects;
- vi. The room must contain no free standing furniture.
- vii. Windows must be transparent for both staff and the student to see in/out, and made of unbreakable or shatterproof glass or plastic. Non-shatterproof glass must be protected by adequate climb-proof screening;
- viii. There must be no exposed pipes or electrical wiring in the room. Electrical outlets must be permanently capped or covered with a metal shield secured by tamper-proof screws. The room must contain lights which must be recessed or covered with screening, safety glass or unbreakable plastic. Any cover, cap or shield must be secured by tamper-proof screws;
 - a) The room must meet State Fire Marshal fire, safety, and health standards. If sprinklers are installed, they must be recessed and/or covered with a cage. If pop-down type, sprinklers must have breakaway strength of less than 80 pounds. In lieu of sprinklers, combined smoke and heat detector must be used with similar protective design or installation;
 - b) The room must be ventilated; heating and cooling vents must be secure and out of reach;
 - c) The room must be designed and equipped in a manner that would not allow a child to climb up a wall;
- ix. Walls, floor and ceiling must be solidly and smoothly constructed, to be cleaned easily, and have no rough or jagged portions;
- I. Serious bodily injury means any significant impairment of the physical condition of a person, as determined by qualified medical personnel, whether self-inflicted or inflicted by someone else.
- J. Substantial physical or bodily injury means any impairment of the physical condition of a person that requires some form of medical treatment



Student Restraint and Seclusion

II. Applicability

- A. The provisions of this AD apply to all students in all district settings except as provided in paragraph B.
- B. DART programs located in mental health treatment facilities operate under different seclusion and restraint rules so are not covered by this AD.

III. Prohibitions on use of Physical Restraint or Seclusion

- A. The use of the following types of restraint on a student in a public education program is prohibited:
 - i. Chemical restraint.
 - ii. Mechanical restraint.
 - iii. Prone restraint.
 - iv. Supine restraint.
 - v. **Additional Prohibited Restraints** The use of the following types of restraint on a student in a public education program are also prohibited by Oregon law:
 - a) Any restraint that involves the intentional placement of the hands, feet, elbow, knee or any object on a student's neck, throat, genitals or other intimate parts.
 - b) Any restraint that causes pressure to be placed or creates a risk of causing pressure to be placed, on a student's stomach or back by a knee, foot or elbow bone.
 - c) Any restraint that involves the intentional and non-incidental use of a solid object, including a wall or the floor, to impede a student's movement, unless the restraint is necessary to prevent an imminent life-threatening injury or to gain control of a weapon.
 - (1) However, the use of a solid object, including a piece of furniture, a wall, or the floor, by public education program personnel performing a restraint is not prohibited if the object is used for the personnel's own stability or support while performing the restraint and not as a mechanism to apply pressure directly to the student's body.



Student Restraint and Seclusion

- d) Any restraint that places, or creates a risk of placing, pressure on a student's mouth, neck or throat, or that impedes, or creates a risk of impeding, a student's breathing.
 - (1) However, a restraint that places, or creates a risk of placing, pressure on a student's mouth may be used if the restraint is necessary for the purpose of extracting a body part from a bite. In addition to those prohibited restraints, the use of any action designed for the primary purpose of inflicting pain upon a student in a public education program is prohibited.
 - vi. Only staff who are currently trained, in accordance with a PPS approved training program, may implement restraint with a student, except in cases of emergency as described in OAR 581-0210553.
- B. Physical Restraint or seclusion may not be used for discipline, punishment, retaliation or convenience of personnel, contractors or volunteers of [the] a public education program.

IV. Requirements for Using Physical Restraint or Seclusion

- A. When physical restraint or seclusion may be used:
 - i. Physical Restraint may be used on a student in a public education program only under the following circumstances:
 - a) The student's behavior imposes a reasonable risk of imminent and substantial physical or bodily injury to the student or others; and
 - b) Less restrictive interventions would not be effective.
 - c) Used only for as long as the student's behavior poses a reasonable risk
 - ii. While seclusion rooms are prohibited by PPS, students may be placed in a de-escalation space under the following circumstances, :



Student Restraint and Seclusion

- a) The student's behavior imposes a reasonable risk of imminent and serious bodily injury to the student or others; and
 - b) Less restrictive interventions would not be effective.
 - c) Used only for as long as the student's behavior poses a reasonable risk.
- iii. The physical restraint or seclusion may only be implemented by district personnel who are:
 - a) Trained to use physical restraint or seclusion using a program or method selected by PPS and approved by the Oregon Department of Education; or
 - b) Otherwise available in an emergency circumstance when trained personnel are not immediately available due to the unforeseeable nature of the emergency circumstance; and
 - c) Continuously monitoring by trained personnel for the duration of the restraint and seclusion
 - d) Used only for as long as the student's behavior poses a reasonable risk.
- iv. If the physical restraint or seclusion continues for more than 30 minutes:
 - a) The student must be provided with adequate access to the bathroom and water every 30 minutes;
 - b) Personnel must immediately attempt to verbally or electronically notify a parent or guardian of the student being secluded or restrained; and
 - c) Every 15 minutes after the first 30 minutes, a building or special education administrator must provide written authorization for the continuation of the physical restraint or seclusion, including documentation for the reason for continuation.

V. **Post Physical Restraint and Seclusion- Meetings, Documentation and Reporting**

- A. **Immediate** written notice to parent of any audio and/or video recording of restraint or seclusion
- B. **By the end of the school day** when the incident occurred:



Student Restraint and Seclusion

- i. A staff person who observed or implemented the physical restraint or seclusion must complete a written or electronic report of the incident that meets state and federal requirements; and
 - ii. A staff person must provide the student's parents or guardian with verbal or electronic notice of the incident. If the parent does not have a phone or access to electronic communication, the school must use its usual methods of communicating with the parent to provide this notice.
- C. Within **one school day** of the incident:
 - i. A copy of the incident report must be provided to the parents or guardian; and
 - ii. Parents must be given notice of the date, time, and location of the debriefing.
- D. Within **two school days** of the use of physical restraint or seclusion a Debrief Meeting must occur:
 - i. Appropriate staff, including the staff involved in the restraint or seclusion, must complete a documented debriefing.
 - ii. If there is an audio/video recording of the restraint or seclusion, the team must review
 - iii. A copy of the debriefing report must be distributed to the parent or guardian and building administrator or designee.
- E. If a student is involved in **five incidents in a school year** involving physical restraint or seclusion, a team including personnel and the parent or guardian of the student will meet to review and revise the student's behavior plan and ensure the provision of any necessary behavioral supports.
- F. Notification to the Child Abuse and Neglect Hotline: **1.855.503.SAFE (7233)** is required in the event that any of the following:
 - i. A sufficient number of staff in building are not trained
 - ii. IEP/504/BSP was not made available to staff **and** was not implemented during the restraint
 - iii. Supervisor told the staff member to implement it **and** the staff member worried about termination or disciplinary action



Student Restraint and Seclusion

- iv. Staff conducting restraint is not trained to do so **and** reasonably believed that without restraint that would lead to serious bodily injury **and** they did not use a district approved restraint
- G. If serious bodily injury or death of a student occurs in relation to the use of physical restraint or seclusion:
 - i. Oral notification to parent or guardian must be provided immediately:
 - ii. The building principal or designee must provide written notification of the incident to DHS within 24 hours of the incident.
 - iii. All records related to injuries or deaths resulting from the use of restraints or seclusions will be maintained.
- H. If serious bodily injury or death of district personnel occurs in relation to the use of physical restraint or seclusion,
 - i. The building principal or designee must provide written notification within 24 hours of the incident to the superintendent or their designees
 - ii. If applicable, the human resources director or designee must inform the union representative for the affected party
 - iii. All records related to injuries or deaths resulting from the use of restraints or seclusions will be maintained..
- I. If there is an audio or video recording:
 - i. The district will redact or segregate any personally identifiable information of other students from the recording unless doing so would alter the meaning of the record. If redactions would alter the meaning, the recording will be provided in its original, unaltered format.
 - ii. Parents or guardians may request a copy of the audio or video recording at any time.
 - iii. The recording must be reviewed during the debrief meeting.
 - iv. Recording will be made available if there is an investigation of suspected child abuse without any altering of the recording.
- J. Annual report:
 - i. The superintendent shall direct the completion of an annual report detailing the use of physical restraint and seclusion for the preceding school year that complies with state and federal reporting requirements.



Administrative Directive

4.50.060

Student Restraint and Seclusion

- ii. The report will be made available as follows:
 - a) To the public at the main office and the website;
 - b) To the Board of Education
 - c) Parents and guardians of students in the district shall be advised at least once each school year about how to access the report.

Legal and Policy References: ORS 339.285; ORS 339.288; ORS 339.291; ORS 339.297; ORS 339.300; ORS 161.205; ORS 339.250

AD History: Approved May 2008; Amended June 2012; Amended 7/1/2020; Amended June 2025.