

PHYSICAL RESTRAINT INCIDENT REPORT

Student Name:	Grade:	School:
Incident Description		
Date Incident Occurred:	Time restraint began: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	Time restraint ended: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.
Location of incident: <input type="checkbox"/> Classroom <input type="checkbox"/> Hall <input type="checkbox"/> Cafeteria <input type="checkbox"/> Playground <input type="checkbox"/> Other: _____	Behavior(s) that lead to restraint:	
Behavior(s) directed at: <input type="checkbox"/> Staff <input type="checkbox"/> Peers <input type="checkbox"/> Self <input type="checkbox"/> Other: _____	Thorough description of efforts made to deescalate and alternatives to physical restraint that were attempted: (include positive behavior interventions used)	
Student's behavior during restraint:	Student's behavior after restraint:	
Description of any injury to student and/or staff and any medical or first aid care provided (<i>as per district policy, if injury occurred, complete Injury/Incident Report in addition to this form.</i>):	Follow Up (<i>check all that apply</i>): <input type="checkbox"/> Determination by staff member that student was no longer a risk to himself or others <input type="checkbox"/> Intervention by administrator(s) to facilitate de-escalation <input type="checkbox"/> Law enforcement personnel arrived <input type="checkbox"/> Staff sought medical assistance <input type="checkbox"/> Other (<i>describe</i>):	
Post physical restraint physical condition (if any):		
Staff Administering/Observing Restraint		
<u>Name</u>	<u>Position</u>	
Parent Notification	Contact Method	
Name of parent(s) contacted:	<input type="checkbox"/> Written	
Phone #:	<input type="checkbox"/> Verbal	
Date and time of contact:	<input type="checkbox"/> Both	
<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.		

This report has been prepared by:

(Name) (Position) (Date)

ISOLATION ROOM INCIDENT REPORT

Isolation Room means purposefully placing the student in an enclosed room built in compliance with all relevant health and safety codes. The student is not released from the Isolation Room and permitted to rejoin the learning environment or school activity until directed by staff. An Isolation Room is not the same as locked seclusion, which is a prohibited practice.

Student Name:		Grade:	School:
Incident Description			
Date Incident Occurred:	Time seclusion began: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.		Time seclusion ended: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.
Location of incident: <input type="checkbox"/> Classroom <input type="checkbox"/> Hall <input type="checkbox"/> Cafeteria <input type="checkbox"/> Playground <input type="checkbox"/> Other: _____	Behavior(s) that lead to seclusion:		
Behavior(s) directed at: <input type="checkbox"/> Staff <input type="checkbox"/> Peers <input type="checkbox"/> Other: _____			
Thorough description of efforts made to deescalate and alternatives to seclusion that were attempted: (include use of positive behavior interventions)			
Student's behavior during seclusion:		Student's behavior after seclusion:	
Location of seclusion area: Seclusion room meets the following criteria: <input type="checkbox"/> Allow staff full view of the student in all areas of the room <input type="checkbox"/> Free of potentially hazardous conditions such as unprotected light fixtures and electrical outlets	Follow Up: <input type="checkbox"/> Determination by staff member that student no longer required seclusion <input type="checkbox"/> Intervention by administrator(s) to facilitate de-escalation <input type="checkbox"/> Other (<i>describe</i>):		
Staff member(s) responsible for continuous monitoring of student's status during seclusion:			
Staff Administering/Observing Time Out:			
<u>Name</u>		<u>Position</u>	

Parent Notification		Contact Method
Name of parent(s) contacted:	<input type="checkbox"/> Written <input type="checkbox"/> Verbal <input type="checkbox"/> Both	Contacted by the following staff member (<i>include name and position</i>):
Phone #:		
Date and time of contact: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.		

This incident report has been prepared by:

(Name)

(Position)

(Date)

Employment of Students

The Board of Trustees of Laramie County School District #2 recognizes that for some students, employment may be a quality experience. The following guidelines are established by the district with expectations that directives from the high school be designed to assist senior level students in this endeavor. Senior students who will meet all high school graduation requirements as outlined in policy IKF before the end of their senior year may request to be released for gainful employment.

With the approval of the high school principal, a senior student may be gainfully employed during and up to one-half of the school day provided:

1. A written request for the employment is made by the student's parents or guardian;
2. The student has a bona fide job offer and the work permit if one is required;
3. The student's work schedule covers a continuous block of time either in the morning or afternoon so the student will not be required to come to and from school more than once a day. The student would be eligible for extra and co-curricular activities if so allowed by WHSAA time in school regulations;
4. The senior student must be in good academic standing with a 2.0 GPA or above, has displayed proficient results in district assessments and must be receiving passing grades in required classes for the half day not gainfully employed but at school;
5. The senior student must be taking or will need to take: (Graduating classes for 2014 and 2015. Classes for 2016 and 2017 will have requirements as noted in section 5a.)

Math

The current high school graduation requirements that include a combination of at least TWO years of the following courses (for the graduating class of 2017 the requirements will change as noted):

Algebra I, Algebra II, and Geometry (3 credits)

Language Arts

The current high school graduation requirements (4 credits)

Science

The current high school graduation requirements (3 credits)

Social Studies

The current high school graduation requirements (3 credits)

Foreign Language

Demonstrate proficiency on the state standards for the foreign cultures and languages common core of knowledge requirements.

Total Required Credits to Graduate is 26.

- 5a. Changes in Graduation Requirement by District Policy:
The 2016 high school graduation requirement includes a combination of at least three years of the following courses plus one optional math course
Algebra I, Algebra II, and Geometry (4 credits)

Total Required Credits to Graduate will remain at 26.

6. The work schedule will not interfere with the student meeting graduation requirements and will not require the school to make any adjustments in its regular daily class schedule;
7. The school assumes no responsibility or liability nor will the district provide transportation for the student to and from the student's work site;
8. Students are to remain off campus during their scheduled work time;
9. The school will issue no credit for work time programs;
10. Employment notifications will be received at the school prior to the start of the current school year;
11. If the building principal in consultation with a teacher determines that the student has failed to meet academic requirements, as outlined in this policy, this privilege may be revoked at their discretion;
12. The administration reserves the right to deny this privilege to any student if it is determined that disruptions of the student's learning or disruptions in the school's operational procedures may result.

The program will be limited so that no more than 10 (ten) students in the district may request the policy during a school semester. Requests that exceed this number will be brought to the Board of Trustees for consideration of expanding the number of participants.

Approved: August 9, 2010
Revised: February 10, 2014