# STUDENT SAFETY PLAN

**School Year: Form 699J (i)**

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| **Section A: Student Information** |  |
| **Student Name:** | **Date of Birth:** | **Grade:** |
| **Current School:** | **Telephone:** | **Trillium Number:** | **Student OEN:** |
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| **Principal:** | **Program:** | **Setting:** |
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| **Exceptionality 1:** | **Exceptionality 2:** | **Exceptionality 3:** |
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| **Reason for Development of Safety Plan:** |

This form is completed for all students whose behaviour presents a significant risk of injury to self and/or others and/or where physical intervention may be required.

All information in the **Safety Plan is strictly confidential** and is to be used for the sole purpose of ensuring the safety of the student, staff and/or others. Only employees of the Toronto District School Board (with the exception of external personnel who transport students) whom the Principal has listed on this form may have access to the information.

**Section B: How to Summon for Immediate Assistance**

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| **Section C: Safety Plan Development and Intervention Team****(Team members responsible for monitoring student's condition during intervention)** |
| **TDSB Staff Member** | **Position** | **CPI - Trained** | **Intervention Team** |
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| **Non TDSB Personnel** | **Position** | **CPI - Trained** | **Intervention Team** |
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|  | **Risk to Self** |  | **Risk to Others** |
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**Description of Specific Behaviour(s):**

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| **Safety/Protective Equipment (if applicable):** |
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**Known Triggers (Known factors that will increase the probability of inappropriate behaviour):**

**Indicators of Escalation (Physical signs/cues that the student is about to engage in inappropriate behaviour)**

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| **Section E: Strategies for avoiding Physical Injury****(e.g., non-physical intervention/strategies to be used):** |
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| **Do** | **Don't** |
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| **Section F: Emergency and Intervention Strategies:****(Note: contain-and-release methods, rather than restrain until calm methods must be used)** |
| **Physical intervention techniques/strategies to be used:****(e.g., specify nature of support, when requested, and how it will be requested)** |
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| **Principal Signature:** Date:  | **Parent/Guardian Signature: Date:**  |

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| **Request Additional Support (including calling 911):****(also specify nature of support, when requested, and how it will be requested)** | **Contingency Plan for Staff Absence:** |
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| **Section G: Follow-up Use of Physical Intervention** |
| **Responsibility for assessment of Injury:** | **Procedure to be followed in case of injury:** |
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| **Reassurance and follow-up support for student and staff involved:****(Describe methods to be used)** |
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| **Responsibility for communication with administration and outside agencies as appropriate:** |
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| **Responsibility for communication with Parents/Guardian:** |
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| **Debriefing and review procedures for staff:** |
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| **Documents to be completed:** |
| **Violent Incident Form**  |  | **ABC Data Recording Chart** |
| **Employee’s Report of Accident/Injury**(if required for staff injury) |  | **Incident – Insurance Reporting (if required for student injury)** |
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**STUDENT SAFETY PLAN**

This form is completed for all students whose behaviour presents a significant risk of injury to self and/or others and where physical intervention may or may not be required.

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A Safety Plan is the individual crisis-response plan that is implemented by staff in situations where prevention and non- physical strategies/methods detailed in the student's IEP have been unsuccessful in preventing **behaviour** that presents an **immediate risk of injury to self or others**. The intention is to write this plan for situations where the behaviour is current, intense and documented in violence incidence reports and not for “one-time” occurrences. Where that is the case, a Safety Plan must be written.

The Safety Plan is required when the prevention and non-physical strategies/methods that may be detailed in the student's IEP have not been successful in deterring **behavior** that presents an **immediate (and on-going) risk of injury to self or others**.

## What are the 6 basic components of the Safety Plan?

Section A: Student Demographic Information Section B: Immediate Assistance

Section C: Safety Plan development Team

Section D: Description of the observable behavior/s that present risk of physical injury to self and/or others Section E: Strategies for avoiding risk of physical injury

Section F: Emergency and Intervention Strategies Section G: Follow-up to use of physical Intervention

## WHO IS INVOLVED IN THE DEVELOPMENT?

* All school staff who have direct involvement with the student
* The school administrators
* Parent/Guardian/Caregiver should be included in development of the Safety Plan and **must be aware** of any potential use of physical intervention that may be needed, however parent/guardian/caregiver **permission is not required**
* Where ever possible students should be included in the development of the Safety Plan as it relates to ongoing development and implementation of strategies

## What a Safety Plan is NOT:

* a medical intervention plan
* necessarily written for every student in a Behaviour ISP
* a substitute for an IEP

PR699 - <https://www.tdsb.on.ca/About-Us/Detail/docId/1395>