JOSEPH CITY UNIFIED SCHOOL DISTRICT NO. 2

JLDB-EA RESTRAINT DOCUMENTATION: DEFINITIONS AND CHECKLIST, Exhibit

First read, October 13, 2026. For adoption November 10, 2026.

Seclusion is prohibited in this district. If seclusion nonetheless occurs, it is documented on this form and on Exhibit JLDB-EB, and reported to the Superintendent as a policy violation.

This cover sheet is completed with Exhibit JLDB-EB whenever school personnel have used restraint on a student, and whenever law enforcement has been summoned instead of using restraint. It is kept with Exhibits JLDB-EB and JLDB-EC in the student's education record.

Student: _____ Student ID: _____

School: _____ Date of incident: ____/____/_____

Law enforcement in lieu of restraint. If law enforcement was summoned instead of using restraint, the same documentation, notification and review requirements apply (A.R.S. 15-105 and Regulation JLDB-R).

[ ] Restraint was used.

[ ] Law enforcement was summoned instead of using restraint.

[ ] Seclusion occurred (policy violation; principal reports to the Superintendent the same day).

Definitions

Restraint means any method or device that immobilizes or reduces the ability of a student to move the student's torso, arms, legs or head freely, including physical force or mechanical devices.

Restraint does **not** include any of the following:

1. Methods or devices implemented by trained school personnel or used by a student for the specific and approved therapeutic or safety purposes for which the method or device is designed and, if applicable, prescribed.

2. The temporary touching or holding of the hand, wrist, arm, shoulder or back for the purpose of inducing a student to comply with a reasonable request or to go to a safe location.

3. The brief holding of a student by one adult for the purpose of calming or comforting the student.

4. Physical force used to take a weapon away from a student or to separate and remove a student from another person when the student is engaged in a physical assault on another person.

Seclusion means the involuntary confinement of a student alone in a room from which egress is prevented. Seclusion does not include the use of a voluntary behavior management technique, including a timeout location, as part of a student's education plan, individual safety plan, behavioral plan or individualized education program (IEP) that involves the student's separation from a larger group for purposes of calming. A calming space the student may leave at any time is not seclusion.

Prohibited in This District

Prone (face down) floor holds, supine (face up) floor holds, mechanical restraint of any kind, chemical restraint of any kind, any technique that restricts breathing, and seclusion. These are prohibited even where state law would allow them.

Required Steps (check each when complete)

[ ] Exhibit JLDB-EB completed by the staff involved before leaving campus on the day of the incident.

[ ] Principal (or designee) reviewed and signed Exhibit JLDB-EB the same day.

Date signed: ____/____/_____ Principal: _____

[ ] Parent/guardian given oral or written notice the same day the incident occurred; **or**

[ ] Circumstances prevented same-day notice. A good faith effort was made and notice was given within twenty-four (24) hours after the incident. Recorded on Exhibit JLDB-EC.

[ ] Copy of Exhibit JLDB-EB delivered to the Superintendent within one school day.

Date delivered: ____/____/_____

[ ] Written documentation provided to the parent/guardian within three school days. Recorded on Exhibit JLDB-EC.

Date provided: ____/____/_____

[ ] For a student with an IEP or Section 504 plan, the District Director of Special Services and the case manager notified the same day.

[ ] Copies placed in the student's education record.

[ ] This is the second or later restraint of this student this school year. Review under Exhibit JLDB-ED to be held within ten school days, by: ____/____/_____

Completed by: _____ Date: ____/____/_____