



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Directors of Special Education
Directors of Regional Educational Service Centers
Directors of Approved Private Special Education Programs
Directors of Incorporated or Endowed Academies
Directors of Charter Schools

FROM: Bryan Klimkiewicz, Special Education Division Director *BK*

DATE: July 12, 2019

SUBJECT: Updates to the Collection of Restraint & Seclusion Data

The Connecticut State Department of Education (CSDE) is updating the Restraint & Seclusion (R/S) Data Collection system for the 2019-20 school year. The purpose of this update is to allow for the identification of forcible escorts as a subcategory of restraints, require verification of non-serious injuries, and in the case of serious injuries, collect all necessary follow-up information directly within the R/S Data Collection system.

Currently districts have two reporting options for Nature of Incident: Restraint or Seclusion. For incidents occurring July 1, 2019, or after, the Nature of Incident options will include:

- **Restraint** (a restriction that immobilizes or reduces the free movement of a child's arms/legs);
- **Restraint:Forcible Escort** (a restraint occurring while carrying or forcibly moving a student from one location to another); or
- **Seclusion.**

When an incident results in a non-serious injury to the student, the district will be asked to verify that the injury did not require any medical attention beyond basic first aid. Submission of a paper, hard copy Report of Injury to the CSDE is no longer required (*paperwork reduction*); however, a copy of the Report of Injury should be maintained in the student file and may be requested by CSDE.

In the event that a student sustains a "serious injury" (an injury requiring medical attention beyond basic first aid), responses to five new questions will be required:

1. What is the specific site/location in the school where the injury occurred?
2. Has the cause of injury been determined?
3. What are the details that caused the injury?
4. Is the injury being investigated?
5. What is the status of the investigation?

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With the addition of these new fields, the submission of a paper, hard copy Report of Serious Injury to the CSDE is no longer necessary. All of the information that is part of the Report of Injury must still be provided within two days of the incident in order to comply with state reporting mandates.

The 2019-20 Restraint & Seclusion Data Collection system will open no later than July 19, 2019, and the updated user guide will be posted with details regarding the new data fields.

Please contact Colleen Hayles (colleen.hayles@ct.gov; 860-713-6922) with any R/S policy related questions and Laura Guerrero (laura.guerrera@ct.gov; 860-713-6898) with any reporting questions.

cc: Colleen Hayles, Education Consultant
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