

PHYSICAL CONTACT REGULATIONS**1. Reporting**

All cases involving physical restraint or therapeutic physical restraint [or corporal punishment] shall be reported on the prescribed form (5314-E) to the immediate supervisor or director and building principal who will contact the Superintendent of Schools as soon as possible but within 24 hours of such occurrence. The principal and supervisor will determine if the restraint was appropriate. Parent or guardian shall also be notified by the principal or hall principal.

2. Complaints

A person in parental relationship to a student who feels that Policies 5314A - C, regarding physical restraint, therapeutic physical restraint, or corporal punishment, have been improperly applied to their child shall first review their concern with the school employee involved and that employee's supervisor. If, after such review, parents/guardians are not satisfied with the disposition of the matter, within ten school days they may present a formal complaint in writing to the Superintendent of Schools.

The Superintendent and the parent will review the complaint and determine an appropriate course of action to address the complaint. This might include a conference with the parent and/or other administrators, referral of the complaint to an ad hoc panel as defined in the NCTA/NCCS contract under Article XVII Section B or other actions as deemed appropriate by the Superintendent. In any event, the parent or guardian will be given an opportunity to air the complaint and present written evidence supporting the concern. The parent will be given reasonable time to prepare. At the end of the process, the superintendent will then forward his/her determination in the matter to all parties involved. An appeal of the Superintendent's determination would proceed in writing to the Board of Education within 10 school days of receipt of the decision.

3. Reporting of Corporal Punishment Complaints

The Superintendent shall report all complaints of corporal punishment, including complaints or reports of physical contact where corporal punishment was found to have occurred, and their disposition to the Commissioner of Education, as required by the Commissioner's Regulations.

NOTE: Prior regulations, Public Conduct on School Property, 1520
Discipline, 5300

Policy Adopted: May 18, 1998
Policy Amended: January 28, 2002