

Appendix 4

Personal Handling Plan

Name:

Date of PHP Plan:

Review Date:

ENVIRONMENTS AND TRIGGERS							
Describe the situations which have led to a dangerous situation in the past							
RISK: Tick the level of the potential risk:	Low		Medium		High		
Tick and/or describe precisely what might happen							
Slap		Punch		Bite		Spit	
Kick		Hair grab		Neck grab		Clothing grab	
Body holds		Arm grab		Weapons		Missiles	
Other							
PREVENTION							
Describe any changes to routines, personnel or environment which might reduce the risk of this happening:							
DIVERSION AND DISTRACTIONS							
Describe interests, words, objects etc. which may divert attention from an escalating crisis:							
DE-ESCALATION						TRY	AVOID
Describe any strategies which have worked in the past or should be avoided:							
Verbal advice and support							
Firm clear directions							
Negotiation							
Limited choices							
Distraction							
Reassurance							
Planned ignoring							
Contingent touch							
C.A.L.M. talking & stance							
Take-up time							
Withdrawal offered							
Withdrawal directed							
Transfer adult							
Reminders about consequences							
Humour							

PHYSICAL INTERVENTION		TRY	AVOID
Describe any strategies which have worked in the past or should be avoided:			
Help hug			
Cradle hug			
Standing wrap			
Sitting wrap			
Standing double elbow			
Half shield			
Sitting double elbow (single person)			
Standing single elbow (two person)			
Sitting single elbow (two person)			
Figure of four (two person)			
OTHER:			
POSITIVE LISTENING AND DEBRIEF			
Describe any strategies which have worked in the past or should be avoided: <i>E.G. Head Teacher's office</i>			
RECORDING AND NOTIFICATIONS REQUIRED			
Parents / Carers		Social Worker	Educational Psychologist
Behaviour Support Service		Virtual School	Others