

Annette Masson
ASK North East
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Please ask for: Bernadette Cairns
Direct Dial No: 01463 702875
Your Ref:
Our Ref: CRM HC0226-1657
Date: 07/05/2017

Dear Ms Masson,

**REQUEST FOR INFORMATION UNDER THE FREEDOM OF INFORMATION
(SCOTLAND) ACT 2002**

I refer to your request for information relating to **Use of CALM restraints in Highland Council Schools**

1. Can you please provide me with details of how many school staff have up to date CALM training certification as at 25th April 2017 in each Highland Council school?

43 schools have up to date accreditation, although only 10 have used CALM holds in the last academic year. We currently have 388 school staff trained in Physical Intervention. 146 staff in our special schools where almost all staff are trained. 242 staff are trained across our mainstream settings.

2. Can you provide me with details of who Audits the use of CALM restraints?

The use of CALM restraints are monitored and audited by the Positive Relationships Team, who report directly to the Head of Service and provide an annual return to CALM.

3. Who in each school is responsible for collecting data regarding the use of CALM restraints?

Individual members of staff are responsible for their own practice and where an incident has occurred, where a CALM hold has been used, the member of staff completes the incident report. However this is then signed off by the Head Teacher who sends the information to our central team.

4. Who in Highland Council is responsible for collecting data regarding the use of CALM restraints?

Data regarding the use of CALM restraints is gathered by the Performance Management Unit and the Positive Relationships Team, who report directly to the Head of Service and provide an annual return to CALM.

5. How many times has CALM restraints been used from 1st August 2016 to 25th April 2017?

**We gather this information by school session rather than financial years.
During school session August 2016-August 2017, 166 holds were used across
Highland.**

Under Section 20 of the Freedom of Information (Scotland) Act 2002, you have the right to request that the Highland Council reviews any aspect of how it has dealt with your request. This requirement for review should be put in writing to the Freedom of Information Officer, Chief Executive's Office, Glenurquhart Road, Inverness IV3 5NX, within 40 working days of receipt of this letter. The request should include details of the information requested and the aspects of the Highland Council's response which you are not satisfied with.

If you are subsequently dissatisfied with the outcome of the Council's review, you have the right to appeal to the Scottish Information Commissioner under Section 47 of the Act, within six months of receiving the Council's review response.

Further guidance on information request reviews and right to appeal can be found on the Scottish Information Commissioner website at www.itspublicknowledge.info.

Kind Regards,



Bernadette Cairns
Head of Additional Support Services