

**COMMON POLICY FOR FRANKLIN CENTRAL SUPERVISORY UNION  
ST. ALBANS TOWN SCHOOL DISTRICT,  
ST. ALBANS CITY SCHOOL DISTRICT, FAIRFIELD SCHOOL DISTRICT,  
BELLOWS FREE ACADEMY UNION HIGH SCHOOL DISTRICT #48,  
AND NORTHWEST TECHNICAL CENTER**

**ANNUAL NOTIFICATION OF REQUIREMENTS PERTAINING TO  
SECLUSION AND RESTRAINT**

TO: All parents of students attending schools in the Franklin Central Supervisory Union (including St. Albans City School, St. Albans Town Educational Center, Fairfield Center School, Bellows Free Academy UHS, and Northwest Technical Center)

The Vermont State Board of Education rules on seclusion and restraint require public and approved independent schools annually, at or before the beginning of each academic year, to inform parents of enrolled students of the requirements pertaining to the use of physical restraint and seclusion, and of the Vermont preference for the use of positive behavioral strategies and supports in order to avoid the use of physical restraint or seclusion to address targeted student behavior.

The Vermont Legislature has exempted active duty “law enforcement officers,” who are certified in accordance with 20 V.S.A. § 2358, from the State Board of Education rules on seclusion and restraint. This provision applies to both full-time and part-time state police officers, municipal police officers, sheriffs and constables. The State Board of Education rules still apply to security guards and retired police officers (who are sometimes called school resource officers, but who do not fall within the definition of “active duty law enforcement officers.”

With the exception of certified law enforcement officers, persons who impose a restraint or seclusion must report its use to the school administrator no later than the end of the school day, and school administrators must report certain types of restraints or seclusions to the superintendent.

The rules require notice to parents within 24 hours of each use of seclusion and restraint, and afford an opportunity for parents to participate in a review of an incident of restraint and seclusion.

The superintendent must report to the Commissioner within three school days if:

1. There is death, or an injury requiring outside medical treatment or hospitalization of staff or student, as the result of a restraint or seclusion;
2. Physical restraint or seclusion has been used for more than 30 minutes; or
3. Physical restraint was used in violation of State Board of Education rules.

State Board of Education Rule 4500, sample forms, and related information are available online at <http://education.vermont.gov/new/html/board/rules/4500.html>.