



Physical Restraint, Time Out and Isolated Time Out Reduction Plan

In accordance with the requirements set forth in [105 ILCS 5/2-3.130](#) and [Public Act 102-0339](#), each school district board must create an oversight team that consists of, but is not limited to, teachers, paraprofessionals, school service personnel, and administrators to develop district-specific plans that include procedures to reduce and eventually eliminate the use of physical restraint, time out, and isolated time out (RTO). The progress toward the reduction and eventual elimination of such interventions shall be measured by the reduction of the overall number of incidents of those interventions and the total number of students subjected to those interventions¹ The plans must include specific actions set forth in legislation and shall align with the reduction goal set forth by the Illinois State Board of Education (ISBE).

RTO Reduction Goal: The plan's objective shall be a 25 percent reduction in the use of physical restraint/time out/isolated time out over a 12-month period for students experiencing five-plus instances in a 30-day period.²

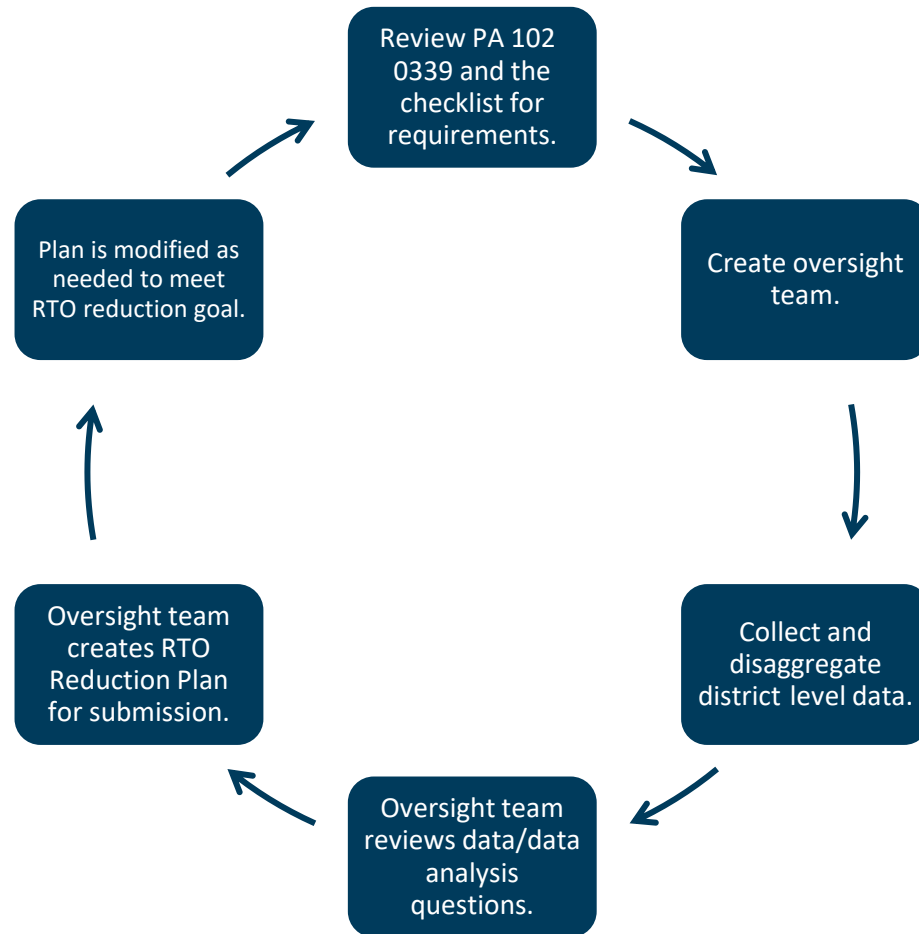
The plan shall be submitted to toreductionplan@isbe.net by July 1, 2022. Yearly progress reports shall be submitted to ISBE by July 1 of each school year thereafter.

A plan is required unless a school district can show that it has **not** used physical restraint, time out, or isolated time out within the last three years, **and** the district has adopted a policy prohibiting these interventions and can demonstrate enforcement of that policy.

¹ For the initial plan year, progress will be measured by the reduction or the overall number of incidents and total number of students. ISBE reviewing criteria in reference to Public Act 102-0339, "In limited cases, upon written application made by a school district and approved by the State Board based on criteria developed by the State Board to show good cause, the reduction in the use of those interventions on individual students and student population at a whole.

² This goal will be revised by November 2022.

Suggested Process for RTO Reduction Plan Development



RTO Reduction Plan Checklist

The requirements for a school district RTO Reduction Plan are specified in [PA 102-0339](#). Entities may utilize the following checklist. Do not submit this checklist to the Illinois State Board of Education.

		✓
1	Does the district RTO Reduction Plan reflect an oversight team that consists of, but is not limited to teachers, paraprofessionals, school service personnel, and administrators that will develop district-specific plans with procedures for reducing and eventually eliminating the use of physical restraint, time out, and isolated time out?	
2	Does the district RTO Reduction Plan indicate how the district will make progress toward the reduction and eventual elimination of physical restraint, time out and isolated time out interventions? Progress shall be measured by the reduction of overall number of incidents of those interventions and the total number of students subjected to those interventions. It is recommended that entities review their disaggregated district-level RTO data.	
3	Does the district RTO Reduction Plan include, but is not limited to, actions set forth in legislation and addresses the reduction goal set forth by ISBE? RTO Reduction Goal: The plan’s objective shall be a 25 percent reduction in the use of physical restraint/time out/isolated time out over a 12-month period for students experiencing five-plus instances in a 30-day period.	
4	Does the district RTO Reduction Plan identify steps to develop individualized student plans that are oriented toward the prevention of the use of physical restraint, time out, and isolated time out, with the intent of the plan to be <u>separate from a child’s Individualized Education Program (IEP) or 504 Plan?</u>	
5	Does the district RTO Reduction Plan describe procedures to ensure that appropriate school personnel are fully informed of the student’s history, including any history of physical or sexual abuse, and other relevant medical mental health information? Such disclosures of student information must be consistent with federal and state laws and rules governing student confidentiality and privacy rights.	
6	Does the district RTO Reduction Plan provide necessary information to detail and support a vision for cultural change that reinforces the following: A). Positive behavioral interventions and support rather than physical restraint, time out, and isolated time-out; B). effective ways to de-escalate situations to avoid physical restraint, time out, and isolated time out; C). crisis intervention techniques that use alternatives to physical restraint, time out, and isolated time out; and D). use of debriefing meetings to reassess what occurred and why it occurred and to think through ways to prevent use of RTO interventions the next time.	
7	Does the district RTO Reduction Plan define how the information will be made available to parents for review?	
8	Does the district RTO Reduction Plan identify a modification process (as necessary) to satisfy aforementioned goals?	