
STATUTORY INSTRUMENTS

2013 No. 1394

The Residential Holiday Schemes for Disabled
Children (England) Regulations 2013

PART 3

Conduct of Holiday Schemes for Disabled Children

CHAPTER 1

Welfare of Children

Policies and records

16.—(1) The registered person must prepare and implement a written policy (in this regulation referred to as the “behaviour management policy”) which sets out—

- (a) the measures of control, discipline and restraint which may be used by employees of the scheme with respect to children accommodated by the scheme; and
- (b) how appropriate behaviour is to be promoted by the scheme.

(2) The registered person must—

- (a) keep the behaviour management policy under review; and
- (b) notify HMCI of a revision to the policy within 28 days of the date on which the revision is made.

(3) The registered person must ensure that within 24 hours of the use of a measure of control, discipline or restraint, a written record is made, in a volume kept for the purpose, which must include—

- (a) the name of the child concerned;
- (b) details of the child’s behaviour leading to the use of the measure;
- (c) a description of the measure used;
- (d) the date, time and location of the use of the measure;
- (e) the name of the person using the measure, and of any other person present during its use;
- (f) the effectiveness and any consequences of the use of the measure;
- (g) a description of any injury to the child concerned or any other person and any medical treatment administered;
- (h) confirmation that the person authorised by the registered person to make the record has spoken to the child concerned and the person using the measure about the use of the measure; and
- (i) the signature of the person authorised by the registered person to make the record.

(4) Where a measure of restraint is used on a child, the record under paragraph (3) must include—

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- (a) the duration of the measure of restraint; and
- (b) details of any methods used to avoid the need to use that measure.