



Christ Church C of E Primary School

Safe Space Policy and Protocol

Member of staff responsible	Jennie Paterson Teacher in Charge of the Communication and Interaction Centre
Review frequency	Every 3 years
Review date	June 2029

Policy log:

<u>Date</u>	<u>Action</u>	<u>Comments</u>
June-23	Document created	
July-23	Updated by J Paterson	
June 2026	Updated by J Paterson	

Rationale:

Occasionally, pupils in heightened states of anxiety may benefit from "chill out" time in the Safe Space:

- To avoid injury to themselves or others
- To be in an environment free from danger
- To reduce the effect of an audience or exacerbation from the behaviour of others
- To allow the child to calm without an overload of external sensory stimulation
- To allow the child to get rid of excess energy in a safe way

Withdrawal:

There will be different approaches to withdrawal, and these will be in response to the needs of an individual:

- Withdrawal could be controlled by the child who has been taught to spot their own early warning signs and will request a period of "chill out" time in the safe space.
- Withdrawal could be prompted by an adult in response to early warning signals (to avoid further escalation) and the child will take the opportunity positively.
- Withdrawal could be in response to early warning signs and the child will need direction to transfer.
- Withdrawal could be in response to unacceptable behaviour and the child will need firm direction to transfer.
- Withdrawal could be in response to unacceptable behaviour and the child will require escorting physically. If the child does need to be escorted, any physical management will be by trained staff in accordance with Team Teach techniques.
- Children who need to use the Safe Space will have a '*Personalised Intervention Plan*' so that all staff know the approach that has been decided on for individual children.

Guidance for use:**Withdrawal is not a punishment and should never be used as such.**

Use of the Safe Space for "chill out" should be identified on the child's risk assessment and discussed and agreed with parents or carers.

- Adult supervising the child must ensure that the space around the tent is clear and safe.
- A child will not be left unattended whilst in the safe space and an adult will observe and monitor the situation from the outside of the tent.
- Any verbal interactions should be positive, for example "I think you need to calm down in the tent room. Do you want to go in the tent room to help you calm down?" Nothing should be asked of the child until they are ready i.e. calm and rational.

- The adult should not keep talking to the child whilst they are trying to calm down. However, the child should be asked at intervals, "Are you calm or are you ready?"
- The child should not be asked why they are behaving in a particular way and they should not be reminded of their previous poor behaviour - this time is used to move on
- When the child is calm, they should have some transition time before being reintegrated to the classroom
- All episodes of withdrawal and "chill out" should be recorded on CPOM's.

Policy Review

This policy is reviewed every three years.