

PENNSYLVANIA DEPARTMENT OF EDUCATION  
OFFICE OF ELEMENTARY AND SECONDARY EDUCATION  
September 26, 2016  
PENN\*LINK

To: School District Superintendents  
School District Special Education Directors  
Intermediate Unit Executive Directors  
Intermediate Unit Special Education Directors  
Charter School Chief Executive Officers  
Charter School Special Education Directors  
Approved Private School Executive Directors  
Chartered Schools for the Deaf and the Blind Executive Directors  
Private Residential Rehabilitative Institution Executive Directors

From: Patricia Hozella, Director  
Bureau of Special Education

Subject: 2016-17 School Year Restraint Information System Collection Tracking and Training

The 2016-17 school year Restraint Information System Collection (RISC) is open for data entry. The system has been enhanced and gives local educational agencies (LEAs) greater opportunity to provide both more detail about restraints and to analyze trends in reducing the use of physical restraints on students. The LEA must report the use of restraints within 30 days to the Pennsylvania Department of Education through the RISC.

The most significant change in the system this year is requiring LEAs to report the restraints that occurred in each quarter. This reporting process encourages LEAs to report their restraints in a more timely manner. This, in turn, will also help LEAs monitor patterns of episodic behaviors and address them accordingly. The quarterly windows of reporting for the 2016-17 school year are as follows:

<u>Quarter</u>	<u>Begin Date</u>	<u>End Date</u>	<u>Last Day to Report</u>
1	07/01/2016	09/30/2016	10/14/2016
2	10/01/2016	12/31/2016	01/15/2017
3	01/01/2017	03/31/2017	04/15/2017
4	04/01/2017	06/30/2017	07/13/2017

The RISC reporting design provides an “End Date” for LEAs to comply with their end of quarterly reporting. In addition, there is a two week window date labeled “Last Day to Report” to allow the LEAs to gather and report their students that attend an out of district facility and were placed in a restraint during that quarter. The Bureau of Special Education’s single point of contact assigned to your LEA will also be reminding you of this quarterly reporting of RISC tracking as you go through this adjustment.

The Bureau of Special Education will continue to monitor the restraint information entered by the LEAs. The RISC continues to require the LEA to report the antecedent, the unsafe behavior, and the de-escalation techniques utilized. The parent(s) must be notified by the LEA of the use of a restraint and schedule an Individualized Education Program (IEP) meeting within 10 school days of the use of the restraint in the educational program or after written notice, the parent agrees in writing to waive the IEP meeting.

Some changes to the RISC system include:

- A drag down screen for restraints grouped by “position” holds rather than asking for the actual name of a specific restraint system’s hold,( i.e. standing restraint versus a standing basket hold),
- Additional locations for where the restraint occurred,
- Changes to how a serious injury is reported, and
- A section to report if a student was tasered or placed in handcuffs by a school resource officer.

**RISC Report Training Webinar: Tuesday, October 11, 2016 9 – 10 a.m.**

A RISC Report Training Go To Webinar will be conducted on Tuesday, October 11, 2016. This webinar will be approximately one hour in length from 9 – 10 a.m. All parties involved with the RISC reporting are highly encouraged to register to learn the use of the system as well as the changes that have occurred for the 2016-17 school year. Please utilize the below URL address to register and obtain a confirmation email providing information on joining the Webinar on October 11, 2016.

<https://attendee.gotowebinar.com/register/4810682607049879044>

After registering, you will receive a confirmation email containing information about joining the webinar.

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<b>Operating system</b>	Mac OS X 10.6 (Snow Leopard) - 10.08 (Mountain Lion) Linux/Ubuntu Google Chrome OS (Chromebook)
<b>Web Browser</b>	Mozilla Firefox v34 or later Google Chrome c39 or later
<b>Internet connection</b>	1 Mbps or better (broadband recommended) 3G connection or better (WiFi recommended for VoIP audio) for Chromebooks
<b>Software</b>	None
<b>Hardware</b>	Microphone and speakers (headset recommended) <b>Note:</b> You will only need this if unmuted by the organizer.

Questions regarding the RISC or the RISC Webinar should be directed to Keith Focht, Special Education Adviser, at 717.783.6921 or [kfocht@pa.gov](mailto:kfocht@pa.gov).