

Use of Force Procedure

Essential Summary:

Audience

- Youth Officers
- Unit Supervisors (refers to the employee in charge of the unit at the time, which includes the Unit Manager or Shift Supervisor)
- Duty Managers
- Assistant Managers
- Centre Manager (the person for the time being in charge of the centre)

When to use this procedure:

Use this procedure when all other forms of intervention have been unsuccessful or are not appropriate, and it is both reasonable and necessary to use force in order to resolve a situation within a YJNSW centre.

This procedure must be used in conjunction with the *Use of Force, Protective Equipment and Instruments of Restraint Policy (Policy)*.

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DOCUMENT DETAILS

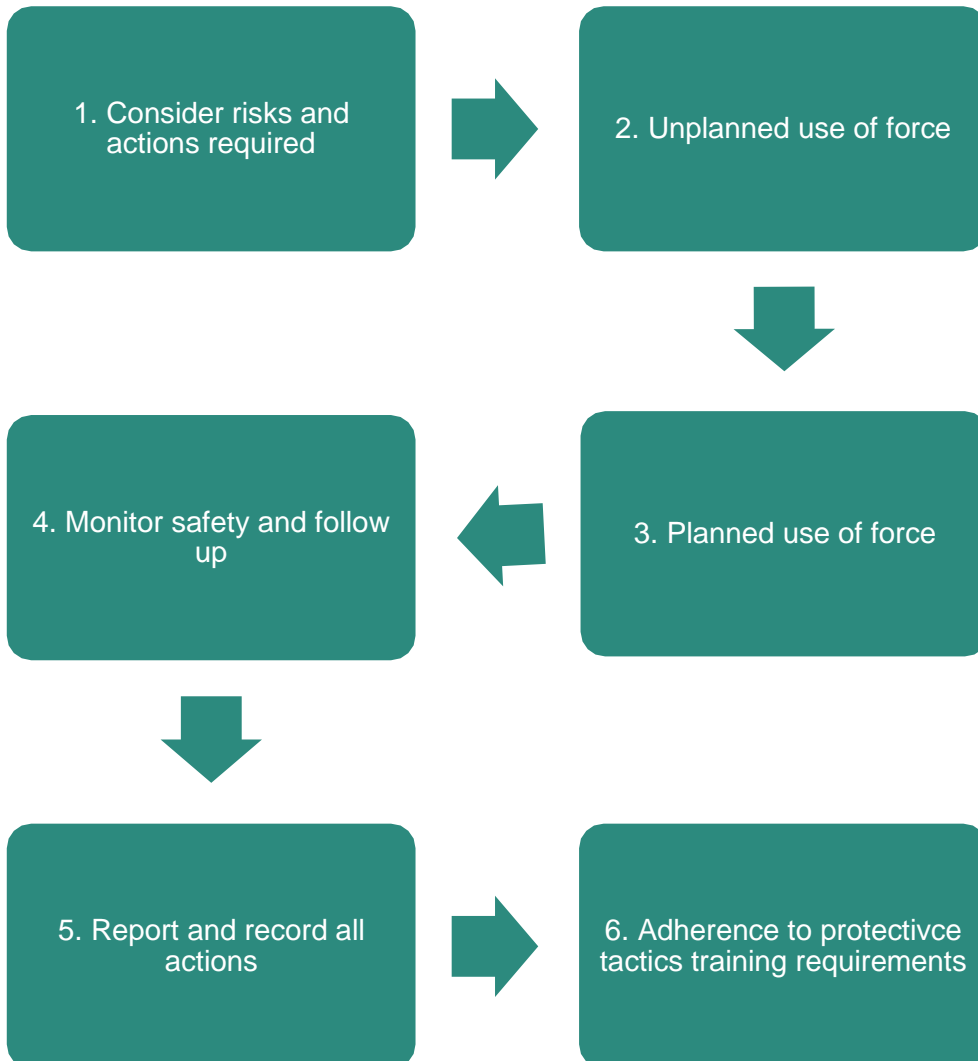
Version:	0.8
Policy Reference:	[REDACTED]
Maintained by:	Operations Unit
Status:	Approved
Document Reference:	[REDACTED]

Ensure that this document is the latest version to use

1 Purpose

This procedure is established to provide direction on the approved types and methods of Use of Force to be used as a last resort in a centre environment under [Clause 62 and 65](#) of the Children (Detention Centres) Regulation 2015.

2 Process Map



3 Procedural Steps

Step 1 – Consider risks and actions required
Responsibility: Youth Officers / Shift Supervisors/ Transporting Officers
<p style="text-align: center;">Tasks</p> <p>If there is a conflict and/or challenging behaviour presenting in a young person/s use the following Risk Based Decision Making (RBDM) process to determine the type of action required:</p> <ul style="list-style-type: none">■ [Redacted]■ [Redacted]■ [Redacted]■ [Redacted]■ [Redacted]■ [Redacted]■ [Redacted]■ [Redacted] <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>Refer to step 2 if an unplanned use of force is likely. Go to step 3 if time permits for a planned use of force.</p>



Step 2: Unplanned use of force
Responsibility: Youth Officer / Shift Supervisor/ Transporting officer
<p style="text-align: center;">Tasks</p> <p>During attempts to reduce or negotiate an escalating situation, call for assistance ■ [Redacted]</p> <p>[Redacted]</p> <p>Use risk based decision making to assess the situation and determine the appropriate action based on the immediate risk to self in the first instance, and young people; remembering that you can't help others if you are injured or incapacitated.</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p> <p>[Redacted]</p>

[Redacted text block]

- [Redacted list item]
- [Redacted list item]
- [Redacted list item]

Use of force on pregnant young women

Negotiate with the young women for as long as possible. [Redacted text block]

Responsibility: Unit Supervisor (Unit Manager or Shift Supervisor)

Tasks

Respond to a call for assistance and attend the area.
Make a risk based assessment of the situation on arriving, [Redacted text block]

[Redacted text]

Responsibility: Unit Supervisor (Unit Manager or Shift Supervisor)

Tasks

When a young person refuses to move from one place to another and there is time to plan a response to the situation.

Attend the area immediately and risk assess the situation.

[Redacted text]

For a room removal, transport or other movement where there is a high risk of resistance by a young person and the safety of others is assessed as high.

[Redacted text]

Responsibility: Duty Manager

Tasks

[Redacted text]

[Redacted text block]

Responsibility: Assistant Manager

Tasks
Monitor situation and assess risks, providing any additional direction and support, [Redacted text]

Responsibility: Centre Manager

Tasks
Monitor the situation, as well as the safety and wellbeing of all involved.
Provide support and direction as required, [Redacted text]



Step 4: Monitor safety and follow up

Responsibility: Youth Officer

Tasks
Follow instructions of the Unit Supervisor [Redacted text].
Once settled, ask the young person if they would like to see the nurse or require medical attention and then inform the Unit Supervisor of the young person's decision.
[Redacted text]

Responsibility: Unit Supervisor (Unit Manager or Shift Supervisor)

Tasks
[Redacted text]

[Redacted text]

Responsibility: Duty Manager

Tasks

Notify JH&FMHN of all young person involved in a use of force. [Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

Responsibility: Assistant Manager

Tasks

[Redacted text]

- [Redacted text]
- [Redacted text]
- [Redacted text]
- [Redacted text]
- [Redacted text]



Step 5: Report and record all actions

Responsibility: Youth Officer

Tasks

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

5 Document Information

Title:	Use of Force Procedure
Business Centre:	Operations Unit
Author:	Custody Team Project Officer (Custody)
Approver:	Director, Policy and Practice
Date of Effect:	16 September 2020
Next Review Date:	██████████
File Reference:	██████████ ██████████
Key Words:	Force, planned, unplanned, use of force, reporting, misbehaviour, incident,

6 Document History

Version	Date	Reason for Amendment
0.1	1 Sep 2009	All Juvenile Justice Centre Procedures have been changed to reflect the staffing restructure within Juvenile Justice Centres. The position of Unit Coordinator has been deleted and replaced with Shift Supervisor or Assistant Unit Manager.
0.2	Dec 2010	Children (Detention Centres) Regulations 2010 updated reference to; Children (Detention Centres) Regulations 2010
0.3	June 2013	Contacting Justice Health Nurse for medical assistance. JHRN not to be notified of all USE OF FORCE- only when young person requests or a staff member has a concern for the young person's health or wellbeing.
0.4	10 March 2014	██████████. Procedure reviewed & updated to include changes in reporting requirements.
0.5	Oct 2014	Addition of Centre Manager steps. Clarification on Centre Manager role in responding to use of force has been included
0.6	20 Feb 2015	Contacting Justice Health Nurse for medical assistance. Additional steps to record offer of medical advice
0.7	23 Oct 2017	Conversion to revised template and provision of authority to Unit Supervisors to direct filming of use of force and rules for storage and security of hand held video
0.8	16 Sept 2020	Review and update in line with Shearer Report, ICS Report and Audit report