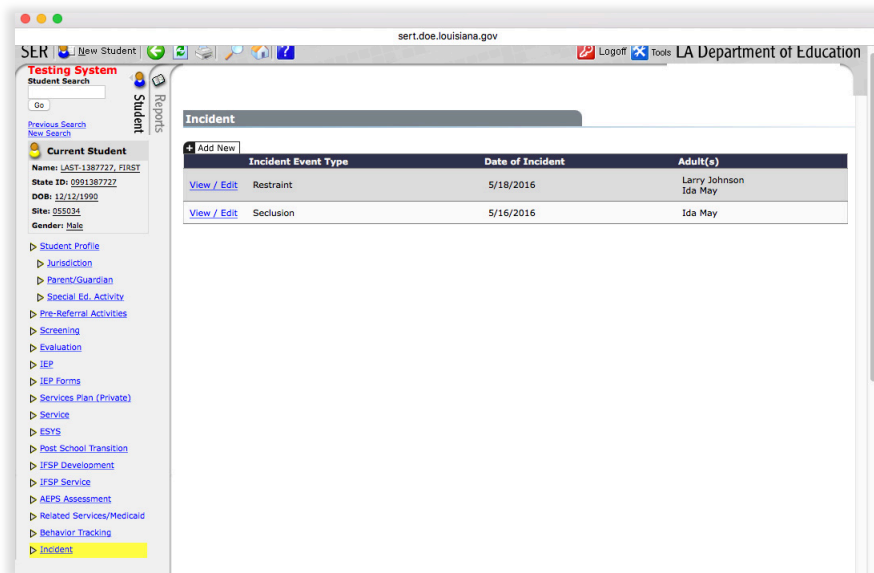


Each incident of seclusion and restraint must be properly documented and reported to school officials and to the parent(s) of the student who was been placed in seclusion or physically restrained based on local guidelines and procedures. Each incident must be reported to the Louisiana Department of Education (LDOE) through the Special Education Reporting (SER) system. LEAs must have consistent procedures in place that outline responsibilities for documenting and reporting incidents of seclusion and restraint.

Reporting Incidents of Seclusion and Restraint in SER

All incidents of seclusion and restraint must be reported to the LDOE through SER. Below are screen shots of where this information should be entered.

Step 1: Select the incident link on the students record in SER



Step 2: Complete all fields detailing the incident of seclusion or restraint and submit the record.

