



Utah State
Board of
Education

Safe and
Healthy
Schools

EMERGENCY SAFETY INTERVENTION (ESI) REPORT

A FILLABLE FORM FOR SUPPORTING BEHAVIOR

INTERVENTIONS

April 2024

INTRODUCTION

The following form is intended for use by educators, para-educators, school counselors, etc. in supporting behavior interventions. It was extracted from the Utah State Board of Education's (USBE) technical assistance manual, [*Least Restrictive Behavioral Interventions: A School-Based Behavior Guide for Educators, Administrators, and Families*](#) (LRBI), which can be found on the USBE website on the Safe and Healthy Schools page.

Directions for how and when to use this for can be found in "Chapter 7: Behavioral/Emotional Crisis Prevention and Management" of the LRBI.

The form has been made fillable for digital use but can also be printed and used with a pen or pencil.

FORM G: EMERGENCY SAFETY INTERVENTION (ESI) REPORT

STUDENT INFORMATION

Student name:	
Grade:	
School:	
Teacher/case manager:	
Parent(s)/guardian(s):	
Preferred contact method:	<input type="checkbox"/> Phone <input type="checkbox"/> Email <input type="checkbox"/> In-Person

INCIDENT INFORMATION

Date:	
Time (start/end):	
Location(s):	

Student's Behavior that Led to the Use of ESI (Define in Measurable/Observable Terms)

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Description of Incident

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ESI DETAILS

Type of ESI	Physical restraint - Type	Seclusionary time out - Location	Start time	End time	Duration	Staff present
<input type="checkbox"/> Physical restraint <input type="checkbox"/> Seclusionary time out						

Type of ESI	Physical restraint - Type	Seclusionary time out - Location	Start time	End time	Duration	Staff present
<input type="checkbox"/> Physical restraint <input type="checkbox"/> Seclusionary time out						
<input type="checkbox"/> Physical restraint <input type="checkbox"/> Seclusionary time out						

DESCRIPTION OF ANY INJURIES TO STUDENTS AND/OR STAFF

Person injured - name and role	School response to injury

NOTIFICATIONS

NOTIFICATION: PARENT/GUARDIAN

Parent/Guardian First Notification – As Soon As Reasonably Possible AND Before the Student Leaves the School

Date	Time	Contact method	Additional details

Parent/Guardian Second Notification – Required If ESI Used for More Than 15 Minutes

Date	Time	Contact method	Additional details

Date	Time	Contact method	Additional details

NOTIFICATION: SCHOOL ADMINISTRATION

School Administration First Notification – As Soon as Reasonably Possible AND Before the Student Leaves the School

Date	Time	Contact method	Additional details

School Administration Second Notification – Required If ESI Used for More Than 15 Minutes

Date	Time	Contact method	Additional details

EMERGENCY SAFETY INTERVENTION COMMITTEE

ESI Report Submitted Date

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