Student Restraint and Seclusion Data Collection (Colorado)

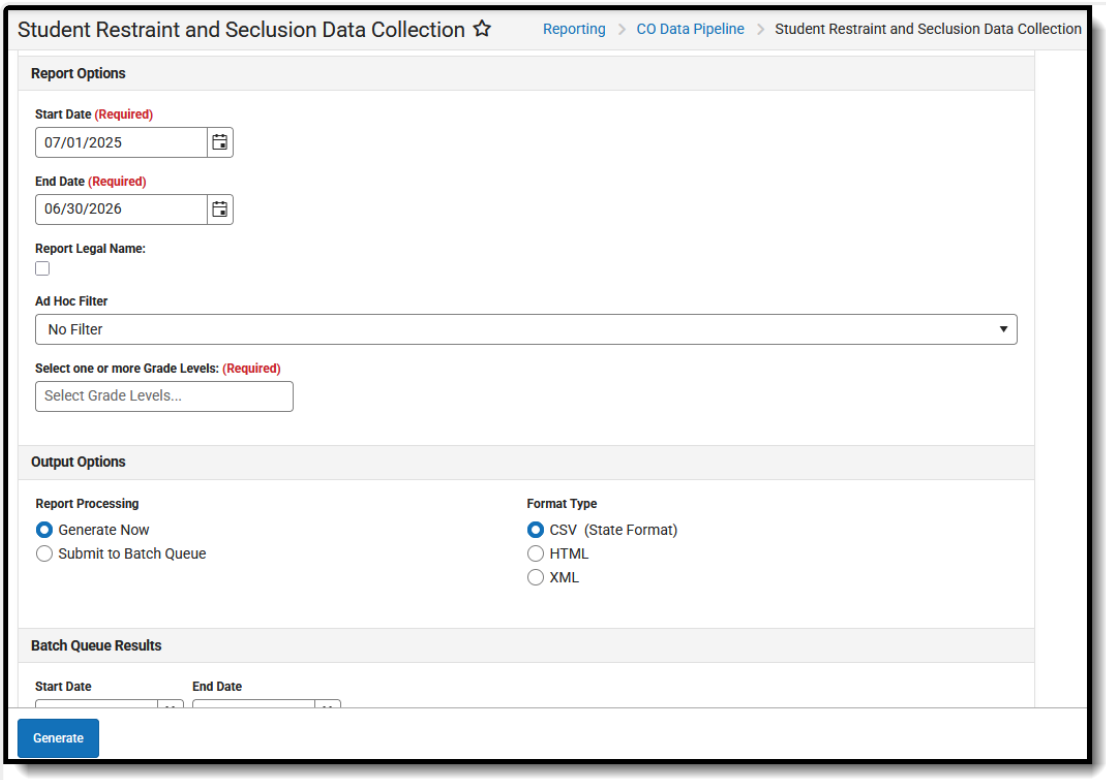
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Tool Search: Student Restraint and Seclusion Data Collection

The Student Restraint and Seclusion Data Collection reports a record for every instance a student has been restrained or placed in seclusion, whether it by physical, mechanical, or otherwise.

This information was previously collected in the Discipline Interchange and Snapshot.

See the Restraint and Seclusion Report PDF for information on Report Logic and the Report Layout.



Student Restraint and Seclusion Data Collection

Report Editor

Data Element	Description
Set Up	

Data Element	Description
Search Calendars	**Use the search field to narrow the list of calendars to select. Use the Expand All/Collapse All option. Place a checkbox next to the desired school and calendars.**
Report Options	
Start Date	Indicates the start date by which to report seclusion and restraint events. At least one day of the seclusion and restraint event must fall within the start and end dates. When a calendar is selected in the Context Switcher, the Start Date populates with the start date of that calendar. Dates are entered in *mmddyy* format or use the calendar icon to select a date.
End Date	Indicates the end date by which to report seclusion and restraint events. At least one day of the seclusion and restraint event must fall within the start and end dates. When a calendar is selected in the Context Switcher, the End Date populates with the end date of that calendar. Dates are entered in *mmddyy* format or use the calendar icon to select a date.
Report Legal Name	When marked, reports the student names from the Protected Identity Information entered on the student's Identity record.
Ad hoc Filter	When chosen, only those students included in the selected ad hoc filter are reported in the extract if they meet the requirements of the extract.
Select one or more Grade Levels	Choose at least one grade level from the dropdown list. Only students in the selected grade levels are included in the report.
Output Options	
Report Processing	To generate the report immediately, select **Generate Now** option. To choose when the report generates, use the **Submit to Batch** option. The Batch Queue processing can be used for both the report generation and the report review, allowing results to be reviewed at a later time.
Format Type	Determines in which format the report generates - CSV (state format), HTML. XML

Generate the Report

1. Select the applicable **Calendar(s)** to include in the report.
2. Enter a **Start Date** and **End Date.**
3. Mark the **Report Legal Name** checkbox to return the student's Legal Name.
4. If desired, select an **Ad hoc Filter** to report only those students included in that filter.
5. **Select one or more Grade Levels** to include in the report.
6. Select the desired **Format**, either CSV or HTML, from the dropdown list.
7. Select the desired **Report Processing** option of **Generate Now** or **Submit to Batch Queue**.
8. Click the **Generate.** The report displays in the selected format.