

## PEIMS DATA ENTRY - ESCHOOLPLUS 2021-2022

## CHILD RESTRAINT

Use the information provided by Campus PEIMS Administration to record the information of a restraint in eSchoolPlus.

- 1. First search on eSchoolPlus for the student, then;
- 2. Navigating Path: Registration >> Entry & Reports >> Student Demographics >> PEIMS Restraints
- 3. To add a Restraint record click on the "+" sign on the far right



- 4. Enter the following information based on the PEIMS Child Restraint form:
  - a. Building: Enter the 'Campus of Restraint' reported on the Child Restraint form
  - b. Event Date: Enter the 'Date of Restraint' reported on the Child Restraint form
  - c. Reason for Restraint: Enter the 'Restraint Reason code' reported on the Child Restraint form
  - d. Staff Type: Enter the 'Restraint Staff Type' reported on the Child restraint form
- 5. Click on the SAVE icon

