

Searching and confiscation policy 2023-2024

This document which applies to the whole School, inclusive i a/P a8iel24.7 (t)7.6 ittqig0 Tc go-2.1e wgo-2dpele

When exercising any searching powers, the school will consider the age and needs of students being searched or screened. This includes the individual needs or learning difficulties of students with Special Educational Needs (SEN) and will make reasonable adjustments that may be required where a student has a disability. School staff may consider using CCTV footage to decide whether to conduct a search for an item.

The role of the Head, the Designated Safeguarding Lead and authorised members of staff: Only the Head, or a member of staff authorised by the Head, can carry out a search. The Head can authorise individual members of staff to search for specific items, or all items set out in the school's behaviour policy. For example, a member of staff may be authorised to search for stolen property and alcohol but not for weapons or drugs. The Head oversees the school's practice of searching to ensure that a culture of safe, proportionate and appropriate searching is maintained, which safeguards the welfare of all students and staff with support from the Designated Safeguarding Lead (DSL) (and Deputy DSL).

The Head will ensure that a sufficient number of staff are appropriately trained in how to lawfully and safely search a student who is not co-operating, so that these trained staff can support and advise other members of staff if this situation arises. However, it is vital that all staff understand their rights and the rights of the student who is being searched.

The DSL (or deputy) should be informed of any searching incidents where the member of staff had reasonable grounds to suspect a student was in possession of a prohibited item listed above. The staff member should also involve the DSL without delay if they believe that a search has revealed a safeguarding risk. If the DSL finds evidence that any child is at risk of harm, they should make a referral to children's social care services immediately. The DSL should then consider the circumstances of the student who has been searched to assess the incident against potential wider safeguarding concerns.

Before Searching: A search can be considered if the member of staff has reasonable grounds for suspecting that the student is in possession of a prohibited item or any item identified in the school rules for which a search can be made, or if the student has agreed to be searched.

having the locker or space that the student agrees to have these searched if deemed necessary. If the student w-Tj.9 (05.3 (e))Jp te t

- who conducted the search and any other adults or students present;
- what was being searched for;
- the reason for searching;
- what items, if any, were found; and
- what follow-up action was taken as a consequence of the search.

Informing parents: Woldingham School will reinforce the whole-school approach by building and maintaining positive relationships with parents. Parents should always be informed of any search for a prohibited item that has taken place, and the outcome of the search as soon as is practicable. A member of staff should inform the parents of what, if anything, has been confiscated and the resulting action the school has taken, including any sanctions applied. In some circumstances, the school may also deem it necessary to inform parents of a search for an item banned by the school. Any complaints about searching, screening or confiscation should be dealt with through the normal school complaints procedure.

Screening: Screening is the use of a walk-through or hand-held metal detector (arch or wand) to scan all students for weapons before they enter the school premises. **The school does not use screening for any of its staff or students**, though recognises that students and staff may be screened as part of an educational visit, for example. In this instance, if a student refuses t

