



# The Parks School

## Stop and Search Policy

“Our mission is to **inspire** growth, **nurture** potential and **support** one another with **passion**, upholding **integrity** and fostering **respect** whilst promoting **empowerment** with everything we do”

## **Purpose**

The purpose of this policy is to maintain a safe, supportive, healthy and secure environment for students and staff at The Parks School.

The Education Act 2011 gives the Headteacher, and staff authorised by the Headteacher the statutory power to search students for any prohibited items where there are reasonable grounds for suspicion that a student is in possession of such an item.

The possession of prohibited items is not condoned, and The Parks School operates a zero-tolerance approach.

## **Legislative/Quality Framework**

Education Act 2011 - Department for Education 'Screening, Searching and Confiscation' 2022

## **Scope**

This policy and procedures apply to all students attending The Parks School.

## **Responsibility**

Head Teacher  
Assistant Headteacher  
Designated Safeguarding Lead (DSL)

## **Policy**

Headteachers and staff they authorise have a statutory power to search a pupil or their possessions where they have reasonable grounds to suspect that the pupil may have a prohibited item or any other item that the school rules identify as an item which may be searched for.

The list of prohibited items includes but are not limited to:

- Phone/s
- Any electronic devices
- Cigarettes
- Lighters
- E-Cigarettes
- Drugs
- Drug paraphernalia
- Knives or weapons
- Stolen items
- Alcohol

- Fireworks
- Pornographic materials/images
- Any other items that need to be handed in before entering The Parks School.

### **Record keeping, complaints and appeals**

Although there is no legal requirement to do so, a record will be made of all searches by the Stop and Search team. Incidents will also be recorded on the schools Wellbeing Manager. Complaints against searching will be dealt with through the normal School's complaints policy.

Appeals against any disciplinary action for prohibited items found through Stop and Search fall in line with the Appeals procedure in the schools Exclusions Policy.

### **Monitoring and Review**

All policies are annually updated by the Headteacher and Assistant Head Teacher

### **Training**

The Stop and Search Team will be trained to complete student searches and use of Garrett handheld screening wands.

### **Procedures**

The Parks School has a trained and authorised Stop and Search team who are authorised to conduct a Stop and Search. Any Stop and Search activity will be undertaken by two members of staff and will follow the hand scan technique. (See Appendix 1)

### **Key Points**

- The Stop and Search team can search for any item if the student agrees
- Requests for searches to be carried out by the Stop and Search team must be reasonable, necessary and justified.
- The Stop and Search team can seize any prohibited item found as a result of a search.
- The Parks School are not required to have formal written consent from the student for this sort of search. It is enough for a member of the Stop and Search team to ask a student to turn out his/her pockets or ask if the staff member can look in the student's bag, and for the student to agree.
- CCTV can be checked where appropriate in order to make a decision whether to conduct a search for an item.
- A minimum of two staff members must be present including one of the same sex as the student.
- Possessions which can be searched include clothing and goods over which the student has or appears to have control e.g. bags.

- Stop and Search team may use a search wand to check if students have concealed items in their pockets or their clothing.

### **Actions**

- If prohibited items are found, staff can either place items in the staff office and return items at the end of the school day or confiscate items and follow Behaviour/Exclusions Policy for prohibited items depending on the nature of the item/s.
- A record of the incident should be made using Welfare Manager for the attention of the Head Teacher and the Designated Safeguarding Lead. If prohibited items are not found, a record should still be made.
- If necessary, the student will be invited to a meeting to discuss the search and in line with the Exclusions Policy.
- The meeting will determine the disciplinary outcome and may lead to exclusion.

### **Searches without Consent**

Where a student refuses to consent to a search, parents/carers will be contacted, and students will be sent home. If it is illegal for the student to have the suspected prohibited item in their possession, the police may be contacted.

### **Actions**

- If the police attend and illegal items are found, the exclusion policy will be followed. The police will be expected to remove the illegal items.
- A record of the incident will be made using Wellbeing Manager for the attention of the Head Teacher and the Designated Safeguarding Lead. If prohibited items are not found, a record should still be made.
- The suspended student will be invited to meeting if required to discuss the incident and outcomes.
- The meeting will determine the disciplinary outcome and may lead to exclusion.

### **Confiscation of Prohibited Items**

- An authorised person carrying out a search can seize anything they have reasonable grounds for suspecting is a prohibited item or is evidence relating to an offence.
- Items that can be returned to the student will be stored in the school office until the end of the school day.
- Illegal drugs, weapons or items which are evidence of an offence will be stored in the Head Teachers office in a lockable cabinet and handed over to the police as soon as possible. Discretion will be used as to whether the police should be involved for

items of low value. Stolen items may be returned to the owner if the staff involved in the incident believe there is a good reason to do so.

- Where staff are unsure as to the legal status of a substance and have reason to believe it may be an illegal drug, it should be treated as such.

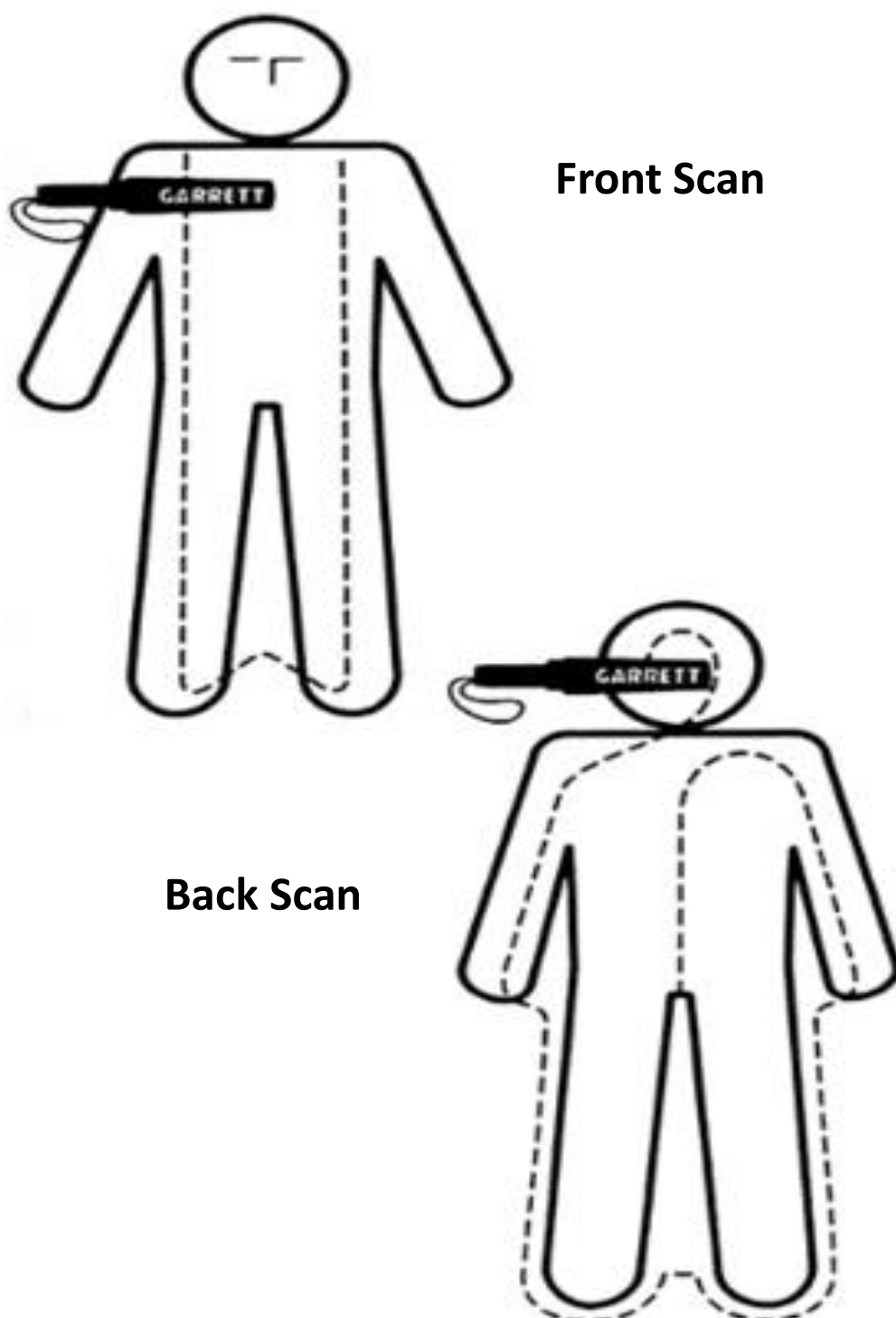
### **Contact With Parents**

The parks School is not required to inform parents/carers of students before a search takes place or to seek their consent to search.

Parents/carers will be informed if prohibited items are found on the student when completing a Stop and Search, including arrangements for any necessary meetings.

If The Parks School require to complete multiple Stop and Search for a particular student and continue to find items that are not permitted whilst in school parents/carers will be contacted and a meeting arranged to discuss the concerns.

## Hand Scan Inspection Technique



**Screening with handheld metal detectors requires no body contact.**