



# **Oakgrove School**

## **Searching Screening and Confiscation policy**

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Screening is the use of a walk-through or hand-held metal detector (arch or wand) to scan students for weapons before they enter the school premises. The school will likely only require students to be screened in support of a Thames Valley Police initiative.

If a student refuses to be screened, the member of staff should consider why the student is not co-operating, and assess whether it is necessary to carry out a search and if a sanction, in line with the behaviour policy, is necessary.

### **Items found as a result of the search:**

An authorised staff member carrying out a search can confiscate any item that they have reasonable grounds for suspecting:

- K** poses a risk to staff or students;
- K** is prohibited, or identified in the school rules;
- K** is evidence in relation to an offence.

Where a member of staff finds controlled drugs, they must be delivered to the police as soon as possible. When staff are unsure as to the legal status of a substance and have reason to believe it may be a controlled drug, they should treat it as such. In each instance these should be locked away until the police can arrive to collect them.

Where a member of staff finds alcohol, tobacco, cigarette papers or fireworks, they may retain or dispose of them as they think appropriate, but should not return them to the student.

If a member of staff finds a pornographic image, they may dispose of the image unless they have reasonable grounds to suspect that its possession constitutes a specified offence (i.e. it is extreme or an indecent image of a child) in which case it must be delivered to the police as soon as reasonably practicable.

Where a member of staff finds stolen items, these must be delivered to the police as soon as reasonably practicable. However, if there is good reason to do so, the member of staff may also return the item to the owner, or retain or dispose of it if returning them to their owner is not practicable.

Any weapons or items which are evidence of a suspected offence must be passed to the police as soon as possible.

Items that have been (or are likely to be) used to commit an offence or to cause personal injury or damage to property should be delivered to the police as soon as reasonably practicable, returned to the owner, retained or disposed of.

Where a member of staff finds an item, which is banned under the school rules, they should take into account all relevant circumstances and use their professional judgement to decide whether to return it to its owner, retain it or dispose of it.

### **Electronic devices:**

Electronic devices, including mobile phones, can contain files or data which relate to an offence, or which may cause harm to another person. This includes, but is not limited to, indecent images of children, pornography, abusive messages, images or videos, or evidence relating to suspected criminal behaviour. As with all prohibited items, staff should first consider the appropriate safeguarding response if they find images, data or files on an electronic device that they reasonably suspect are likely to put a person at risk.

Staff may examine any data or files on an electronic device they have confiscated as a result of a search if there is good reason to do so.

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