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Search Policy

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Ratified by Governors at a meeting of the
Resources Committee on May 23rd 2018



SIDDAL
MOOR

Where students *fly high* through the
expectation of *excellence* in *everything* we do

Although not a regular practice, there may be times when it is necessary for members of staff to search certain students' belongings.

1. All searches must be authorised by a senior member of staff.
2. A search will take place when we have reason to believe that students may have in their possession:
 - a. *items or substances which may be harmful to themselves, other students, members of staff, or the property of students, staff or the school;*
 - b. *items which have been stolen.*
3. A search will be conducted only when there are two members of staff present.
 - a. *They must be the same gender as the student being searched; and there must be a witness (also a staff member) and, if possible, they should be the same gender as the student being searched.*
 - b. *There is a limited exception to this rule. A search of a student can be carried out by a staff member of the opposite gender and / or without a witness present, but only where they reasonably believe that there is a risk that serious harm will be caused to a person if the search is not conducted immediately and where it is not reasonably practicable to summon another member of staff.*
4. No search will be conducted in a public place.
5. A search will follow the following protocol:
 - a. *The student will be asked if there is anything they would not like us to find in their bag or clothing. If the answer is 'yes' they may hand over the item at this point, or explain their possession of it.*
 - b. *The student will be asked if they are willing to empty their bags, blazers, trouser pockets and any other pockets. If they agree, they will empty them. With the student's permission, a member of staff may also search their bag, blazer and/or coat.*
 - c. *Students may also be asked to take off their shoes and roll down their socks. If they agree, they will do this.*
 - d. *At no point, and in no circumstances, will a member of staff touch a student's body as part of the search process, or ask him/her to take off any item of clothing other than their blazer, coat, socks or shoes, or any item which they should not be wearing, e.g. jumper, cardigan or scarf.*
 - e. *A log will be kept of each search, stating the date and time, the purpose and what, if anything, was found. It will be signed by the members of staff and the student who was searched.*
6. Unless a student is told in advance that it is the item which is being searched for, a mobile phone found during a search will not be confiscated.
7. Should any students refuse to be searched in the manner outlined above, they will be detained in a secure place until their parent(s) or carer(s) have been contacted and the matter resolved to the school's satisfaction.
8. Should any student suspected of having in their possession a weapon refuse to be searched, the police will be contacted as well as the parent(s) or carer(s).