

Our Lady Queen of Peace R.C. Primary



Search and Confiscation Policy

In our school we believe that each person is unique and created to flourish in
God's image.

We aspire to excellence through a nurturing environment in which every
child takes Jesus Christ as their model and develops their individual gifts so
that they live fully and serve others.

Our Lady Queen of Peace RCVA Primary School is committed to the health and safety of its members and will take action to safeguard their well-being. We acknowledge the importance of our pastoral role in the welfare of young people and through the general ethos of the school, will seek to ensure that all pupils are safe and not distracted from learning.

Purpose of the policy

- ☑ To support the school's endeavour to maintain the safety and well-being of all pupils, staff and visitors on school premises

- ☑ To clarify the responsibilities of pupils, parents and carers and staff with regard to banned items

- ☑ To support all the members of the school community by providing clear guidance and procedures on searching and confiscating banned items

Banned Items

Banned items include illegal substances and also legal substances such as alcohol, tobacco, solvents and medicines. Mobile telephones and other mobile devices brought from home are banned without the prior consent of the headteacher which can be applied for on completion of the relevant form, (see Appendix A,) by parents or carers. (See also Drugs Policy and Internet Policy.)

Rationale/key principles

It is our aim to help all pupils to be able to take their place safely in a world and to remain focused on learning during the school day

Boundaries, including relevance of the policy to school trips and visits

The legal definition of premises of the school includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles or any venue managed by the school at the time of , for example, a school trip or visit. The policy will also relate to pupils use of the premises and grounds beyond the school day.

Searching and Confiscation

When it is suspected that a pupil is in possession of a banned item they will be asked to present such items. This will be done in the presence of two members of staff.

If the pupil refuses to present items and there remains a suspicion that they are in possession of such items, the headteacher or a person delegated by the headteacher, may search a pupil's bag and pockets. A second member of staff must be present. Parents will be informed at the earliest opportunity. At all times the government guidance will be followed:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/444053/Searching_screening_confiscation_advice_Reviewed_July_2015.pdf

If a banned item is discovered parents or carers will be informed; it will be confiscated and kept in the school office until it is collected by a parent or carer of the pupil. The school does not accept responsibility for banned items. If illegal items are found, the police will also be immediately informed.

In exceptional circumstances it may be necessary for a pupil to be in possession of a mobile telephone or other portable device. Requests to bring such items into school must be made by a parent or carer on the relevant form, (see Appendix A.) If approval is given, the device must be handed in to the school office at the start of the school day and collected at 3.15pm. It must not be taken into Breakfast Club. The school does not accept responsibility for the device.

Equality statement

- The governors and staff are committed to providing the full range of opportunities for all pupils, regardless of gender, disability, ethnicity, social, cultural or religious background. All pupils have access to the curriculum, and the right to a learning environment, which dispels ignorance, prejudice or stereotyping.
- This policy has been impact assessed by governors in order to ensure that it does not have an adverse effect on race, gender or disability equality.

Application to Bring a Mobile Device to School

Mobile devices, including telephones, are not usually allowed on school premises. In exceptional circumstances it may be appropriate for a pupil to bring a mobile device to school. School does not accept responsibility for any loss or damage to these items.

Pupil name	
Device to be brought into school	
Reason for the need for device to be brought into school	

To be completed by pupil:

I understand that I must hand in my mobile device when I arrive at school and will collect it everyday on departure.	Yes	No
I understand that I should never use my mobile device on school premises	Yes	No
I will never use my device to take pictures of school premises, including the grounds and on school visits, any pupils or staff.	Yes	No
I understand that my mobile device may be confiscated and if I do not hand over any banned items I may be searched. (See Search and Confiscation Policy)	Yes	No
Pupil signature:		

To be completed by parent or carer:

I understand that my child must hand in their mobile device when they arrive at school and collect it everyday on departure.	Yes	No
I understand that my child should never use their mobile device on school premises	Yes	No
I understand that my child must never use their device to take pictures of school premises, including the grounds and on school visits, any pupils or staff.	Yes	No
I understand that my child's mobile device may be confiscated and if they do not hand over any banned items they may be searched. (See Search and Confiscation Policy)	Yes	No
Signature of parent or carer:		

I have reviewed your application and _____ may bring a mobile device on to school premises under the agreed terms.

Signed:

BA Reilly-O'Donnell
Head Teacher