

CONFISCATION OF INAPPROPRIATE ITEMS POLICY AND PROCEDURE

ALL ITEMS of value e.g. laptops, mobile phones, cameras whether permitted, dangerous or banned items, are brought into school at the student's own risk. They are not covered by the school's insurance and the school will not accept responsibility for any loss or damage.

Students should not bring onto the school site or be in possession of items which detract from good behaviour or have a negative effect on their own learning or that of others.

Students should not be in possession of items which endanger the health, safety and wellbeing of themselves or other members of the school community.

DANGEROUS AND BANNED ITEMS NOT TO BE BROUGHT INTO SCHOOL

Prohibited and Dangerous Items:

1. Illegal drugs and 'legal highs' and any paraphernalia associated with drug taking
2. Guns, including toy / imitation ones
3. Knives and other offensive weapons including knuckledusters
4. Stolen property
5. Alcohol
6. Fireworks or any other explosive or flammable items

The school reserves the right to inform police if items 1, 2, 3 or 4 are brought onto the school premises and to give these items to the police.

Banned Items:

- Aerosols
- Matches, Lighters, Cigarettes, Tobacco pouches, Vapes and accompanying smoking equipment
- Excess jewellery (see uniform policy) including raised setting claw type or sovereign rings
- Energy drinks i.e those with a high caffeine content such as Red Bull, Monster or any other brand including supermarket own-brands.
- Fidget Spinners (with the exception of fidget toys agreed and issued by the SENCo)
- Glass marbles or Snooker balls
- Hair straighteners or other heating devices
- Prescribed or over the counter medication or products (these should be signed into Welfare and stored appropriately)
- Laser pens
- Racist, Homophobic or Pornographic material
- Helium balloons
- Any item that could be used or perceived as a weapon of offence, or that could pose a threat to others

Action Plan

School staff can search a pupil for any item banned under the school rules, if the pupil agrees. The headteacher Liz Cook and staff authorised by her have a statutory power to search pupils or their possessions without consent where they suspect the pupil has a prohibited dangerous item or items.

The items that can be searched for under this power are knives or weapons, alcohol, illegal drugs and stolen items. School staff can confiscate any banned or prohibited item found as a result of a search or which they consider harmful or detrimental to the school community, staff or visitors.

A flowchart has been generated to ensure the correct process is adhered to.

Searching Pupils with their Consent

Items that are banned by the school rules are communicated to parents/carers and students alike. School staff have the right to search pupils with their consent for any such item. Refusal by the pupil constitutes the same situation as when they refuse to obey any other kind of instruction, and an appropriate disciplinary sanction will be applied. Students can be searched without giving their permission for knives, weapons, illegal drugs and stolen items. An authorised member of staff of the same gender as the pupil will carry out the search and there must be another staff member present, preferably again the same gender as the pupil, as a witness.

Searching Pupils without their Consent

The power to search without consent allows a personal search involving removal of outer clothing, but not an intimate search. Intimate searches may only be carried out by someone with more extensive powers such as a police officer.

Weapons, illegal drugs and stolen items will be handed to the police. In the case of alcohol, non-controlled substances and very low value stolen items, the members of staff involved will take into account all relevant circumstances and use their professional judgment to determine whether they can safely dispose of the seized item.

Informing Parents/Carers

Easthampstead Park Community School is not required to inform parents/carers before a search takes place or to seek their consent to search their child. Nor is there any legal requirement for the school to inform parents/carers when their child is found in possession of alcohol, illegal drugs or potentially harmful substances, but the recommendation is that it will be good practise to do so if the circumstances permit.

Safeguarding Confiscated items

As soon as practicable after confiscation, any item belonging to a student should be secured in an envelope or bag and marked with the student's name, tutor group, description of the items and date of confiscation and placed in a secure location. All reasonable steps will be taken to ensure that storage arrangements are secure.

For some items, Easthampstead Park Community School will seek specialist advice, for example suspected illegal substances and items which may be used as weapons. We are committed to working in partnership with the Police, Youth Offending Service and other external agencies to cover such issues. We will not hesitate to access specialist support for advice if an incident occurs.

Length of Confiscation

Confiscated items are returned to a parent/carer, after an appointment time has been agreed between them and staff.

There are some instances when the school will choose not to return an item to a pupil:

- Any item of an unlawful or hazardous nature
- Should the family choose not to collect the item, it will be disposed of at the end of term

Monitoring and Evaluation

This policy will be monitored regularly to ensure it reflects legislation at all times and will be evaluated in the light of any parental concerns. This policy will be reviewed annually.

Next school review due: October 2018