



A School Partnership In Rural England

Motto : ‘ **We Aspire to Inspire** ’

Our Values – using the initials of the names of the schools.

K – Kindness

U – Understanding

P – Patience

H – Honesty

L – Love

B – Boldness

Searching, Screening and Confiscation Policy

Document History

New Policy written by EHT March 2025, reviewed and approved by Federation GB 20 May 2025

Bi-annual review

The term ‘school’ refers to the schools in the ASPIRE Federation: Kingswood Primary, Ulcombe CE Primary, Platts Heath Primary and Leeds and Broomfield CE Primary. The term may refer to them jointly or individually.

At our two Church of England schools this policy will be delivered through strong links made to our Christian values:

Leeds & Broomfield Church of England Primary School

At Leeds & Broomfield we build strong foundations for all; to learn, flourish and fill their hearts with God's love. Everyone is important, valued and needed to make L&B grow. We give a quality all round nurturing education which develops the whole child; If the rain came we would not fall.

"As many hands build a house, so many hearts make a school."
(Matthew Ch 7 24-27)

RESPECT RESILIENCE EMPATHY CURIOSITY HONESTY

Our school Christian Values support the development of the children and all within the school and local community, giving the children and staff a positive outward looking view. The pupils and staff support and help each other and the local community enabling all to flourish.

We have explored the story of Matthew (Ch 7 24-27) showing curiosity, and the children felt empathy for the builder of the house on the sand, but said they must be resilient to try again. Jesus was honest with his followers and people followed and trusted him. The story continues showing how Jesus respected all and everyone who wanted to listen and learn could – no one was turned away. This high level of inclusion and respect is what makes Leeds and Broomfield a great school community to be part of 'many hearts make a school'.

Ulcombe Church of England Primary School

Ulcombe Church of England School is a nurturing, inclusive learning space, where our uniqueness inspires trust and welcomes diversity. Our children all flourish (for however long they are with us), in an environment where learning through making choices (good or bad) is not only embraced but discussed and, when needed, forgiven. This allows our learners to become positive role models in their wider communities. The whole school community works together in unity to ensure that our practice fully reflects the passage of Corinthians 12:12-14. The children and adults feel included and appreciated as one body with diverse cultures learning, working and flourishing together to accept everyone and nurture their aspirations for the future.

"One body, many members, learning together surrounded by God's inclusive love."
(Corinthians 12:12-14)

TRUST RESPECT HOPE ENDURANCE

Searching, Screening, and Confiscation Policy

1. Introduction

This policy outlines the procedures and guidelines for **searching, screening, and confiscation** of items at [School Name], ensuring a safe and supportive learning environment for all pupils. It complies with the **Education Act 2002**, **Education Act 1996**, and the **School Standards and Framework Act 1998**.

2. Purpose

The purpose of this policy is to:

- Maintain a safe school environment for pupils, staff, and visitors.
- Prevent and address situations involving prohibited or dangerous items (e.g., weapons, illegal substances).
- Uphold high standards of behavior and ensure that learning is not disrupted by inappropriate items.

3. Scope

This policy applies to all pupils at Aspire and the procedures outlined here will be followed by all staff members when searching or screening pupils or their belongings.

4. Definitions

- **Search:** The act of physically inspecting a pupil's clothing, possessions, or school bags to check for prohibited items.
- **Screening:** Checking pupils or their belongings using appropriate technology, such as metal detectors, or other non-intrusive methods.
- **Confiscation:** The removal of an item from a pupil's possession that is considered inappropriate, dangerous, or in violation of school rules.

5. Types of Searches

- **Personal Searches:** A personal search can only be carried out if there are reasonable grounds to suspect that a pupil is carrying prohibited items. This will be conducted by a staff member of the same gender as the pupil, and another adult should be present as a witness.

Examples of Reasonable Grounds:

- A pupil is suspected of carrying an item that contravenes school rules (e.g., a weapon, drugs, or prohibited media).
- A pupil is observed behaving suspiciously or is involved in an incident that raises concerns.

- **Bag and Possession Searches:** If there is reasonable suspicion, the school may ask pupils to open their bags or personal items to ensure they are not carrying prohibited items.
- **Screening:** In some cases, the school may use screening methods such as metal detectors, particularly if there is a known threat or specific concern.

6. Confiscation of Items

- **Prohibited Items:** The following items may be confiscated from pupils:
 - **Weapons** (e.g., knives, sharp objects).
 - **Illegal substances** (e.g., drugs, alcohol).
 - **Inappropriate materials** (e.g., explicit content, pornography).
 - **Disruptive toys or gadgets** (e.g., mobile phones, gaming devices)
- **Procedure for Confiscation:**
 - Confiscated items will be securely stored in a designated location by a senior member of staff.
 - If the item is a mobile phone or device, it will be logged and held until the end of the school day.
 - **Serious items**, such as illegal substances or weapons, will be immediately reported to the police and may not be returned to the pupil.
- **Return of Confiscated Items:**
 - Non-serious items (e.g., toys, mobile phones) will be returned to the pupil at the end of the school day, or after a parent/carer meeting.
 - For more serious or dangerous items, a meeting with parents/carers will be scheduled to discuss further action.
 - Repeated incidents may result in more severe disciplinary action, including suspension or exclusion.

7. Parent and pupil Communication

- **Informing Parents:** Parents/carers will be contacted as soon as possible when an item is confiscated, especially if it is considered serious or if the situation requires further investigation.

8. Staff Training and Responsibilities

- **Staff Training:** All staff members, including teaching and support staff, will be trained on the legal and ethical considerations of searching, screening, and confiscating items. Staff will be instructed on how to conduct searches in a way that is respectful, fair, and consistent with legal guidelines.

- **authorised Staff:** The Headteacher or Deputy Headteacher will be the primary staff member responsible for overseeing searches and confiscations. Teachers and support staff may carry out searches or screenings with the Headteacher's permission and if appropriate.

9. Confidentiality and Respect

- **Confidentiality:** All searches and confiscations will be handled discreetly and respectfully. Staff will ensure that the dignity and privacy of pupils are maintained during the process.
- **Respect:** Searches will be conducted in a manner that is as minimally intrusive as possible. Staff should take care to avoid causing unnecessary embarrassment or distress to the pupil.

10. Appeals Process

- **pupil and Parent Rights:** If a pupil or parent feels that the search, screening, or confiscation was unfair or mishandled, they have the right to appeal. The appeal should be made in writing to the Headteacher, who will review the situation and provide a resolution.
- **Further Action:** If a resolution is not reached, parents may escalate the matter to the school's governing body or relevant educational authority.

11. Legal Considerations

The school must comply with the relevant laws governing searches and confiscations in schools:

- **Section 550ZA of the Education Act 1996** allows schools to search pupils if they have reasonable grounds for suspecting that a pupil is carrying prohibited items.
- **Reasonable force** may be used if necessary to conduct a search, but only in cases where there is a serious risk to health and safety.

Conclusion

This policy ensures that Aspire provides a safe and secure environment for all pupils while adhering to the legal requirements and ethical guidelines set forth in UK law. All staff are expected to follow this policy consistently, ensuring that searches and confiscations are carried out fairly, with respect for pupils' rights.