



STOP AND SEARCH POLICY

Author: Executive Team Member with responsibility for Student Services

Date: July 2021

Next Review: July 2024

STOP AND SEARCH POLICY

1. INTRODUCTION

- 1.1 Under the Violent Crime Reduction Act 2006, the College has statutory powers to search, with reasonable grounds for suspicion and without consent, students at the College.

Note: It is a criminal offence to have a knife or offensive weapon on college premises (Criminal Justice Act 1988).

The College's 'Stop and Search' procedures will be used if students are suspected of being under the influence of drugs and/or alcohol, or suspected of being in possession of drugs, an offensive weapon or stolen items, or there is suspicion of bringing such items onto the campus.

For the purpose of this policy an offensive weapon can include, but is not limited to, a bladed or pointed article, a firearm (fake, real, air or ball bearing weapons) or any other article that has the potential to cause harm or induce fear.

2. COLLEGE STRATEGY

- 2.1 College strategy is that where there is reasonable suspicion that an offensive weapon is being carried the College staff will not use this power of search but will instead call the police.

The College also reserves the right to introduce random, non-targeted searches for prohibited articles in line with the promotion of a safe and secure environment for all students, staff and visitors.

3. REASONABLE SUSPICION

- 3.1 Reasonable suspicion should be:

- Based on facts relevant to the likelihood of finding an item (see 1.1 above).
- Linked to the most accurate and current information available to the College within the relevant time period.

4. COLLEGE PROCEDURES

- If there is sufficient concern that a student is carrying a dangerous weapon, then the police should be called immediately.
- If the police are not able to attend quickly then, if it is felt safe to do so in a secure area, a designated member of staff may question a student. Two members of staff should be present at all times.
- At least one of the two people carrying out the questioning must be of the same gender as the learner.

- If the student admits to carrying a prohibited item, then it should be confiscated and the student disciplinary procedure will be instigated. The item should be handed to the police at the earliest opportunity. If they do not comply then they can be asked to leave the premises and disciplinary action may be instigated.
- No physical contact will be used in Stop and Search procedures.
- Students can be asked to open a locker or show what they have in their pockets, bags etc. If they do not comply then they can be asked to leave the premises and disciplinary action may be instigated. In the case of suspected illegal substances or weapons the police may be called.
- If a student is suspected of being under the influence of drugs and/or alcohol, or is suspected of bringing such substances onto the campus, then he/she should be given the opportunity to disclose the same.
- If a student under the influence of alcohol or drugs is required to leave the campus, every effort must be made to ensure that they travel safely and return to a place of safety to minimise further safeguarding risks.
- Learners with Special Educational Needs or with limited understanding of English may need a further explanation of what is expected.
- A record of the search should be made using 'Record of Search' document (Annex A) and recorded by Safeguarding Team and logged on Pro-Monitor.

RECORD OF SEARCH



NAME:		
GENDER:		PSN:
D.O.B:	ETHNICITY:	COURSE:
GROUNDS FOR SUSPICION/S 		
DATE:		
TIME:		
PLACE:		
SEARCH CONDUCTED BY:		
OTHER PERSONS PRESENT:		
WAS THE STUDENT GIVEN NOTICE OF THE STUDENTS RIGHTS AND COMPLAINTS PROCEDURE: YES/NO (please delete as applicable)		
HOW SEARCH BEGAN AND PROGRESSED (PLEASE GIVE BRIEF DETAILS)		
STUDENT RESPONSE/S:		
ITEM/S FOUND:		
OUTCOMES AND FOLLOW UP ACTION PLAN:		
NOTIFICATION:	STAFF SIGNATURES/S:	

TRACKING and REFERENCE INFORMATION
Date Approved: Reviewed July 2021
Review Date: July 2024
Author: <u>Executive Team Member with responsibility for Student Services</u>
Equality Impact Assessment: TBA
<p>List of related policies, procedures and other documents:</p> <ul style="list-style-type: none"> Student Disciplinary Policy & Procedure Drugs and Misuse of Substances Policy Safeguarding Policy Student Code of Conduct Policy Equality & Diversity Policy Equality and Diversity Scheme Data Protection Policy
Complaints: If you wish to submit a complaint about the application of this policy or the procedure, please send your request in accordance with the provisions of the Grievance Procedure.
Monitoring: The application of this policy and associated procedure will be monitored by HR Services
Easy reading: To receive this policy/procedure in a different format, please contact HR Services