



Locker and Personal Searches

<b>Category</b>	Health and Safety		
<b>Subject</b>	Locker and Personal Searches		
<b>Adopted</b>		<b>Revised</b>	April 15, 2016
<b>Policies Used / Referenced</b>	6-355; 8-819; 10-351		

**Policy Statement**

In order to balance the school's responsibility for maintaining order, discipline, and a safe environment on one hand, with that of the student's legitimate rights of freedom and liberty on the other, it is essential that guidelines be established that specify the manner in which searches of persons, possessions, lockers, or desks be conducted. Student lockers and desks are school property and remain, at all times, under the control of the schools and students should have no expectation of privacy therein. Searches of lockers or desks may be undertaken for any reason, at any time, without notice and without student consent. Students are expected, however, to assume full responsibility for the security of the contents of their lockers and desks.

**Procedures**

1. The Principal has the responsibility for communicating this policy to staff, students and parents/guardians.
2. The Principal shall inform students and parents in writing that students are given the privilege to use lockers, desks or other storage facilities.
3. The Principal or designate may search a student's desk, locker or other storage facility provided by the school. Following the search it is recommended that the school follow up with parents. The Director of Schools shall be notified of large scale searches of multiple lockers.
4. When there are reasonable grounds to believe that a student has violated or is violating the law, District or school policy, and that the search will result in the discovery of evidence, the Principal or designate, in the presence of another employee, may search a student's coat or possessions other than clothing being worn. (eg. book bag, gym bag, purse). Following the search it is recommended that there be parent follow up.
5. Personal searches will not be conducted by school staff. If there are reasonable grounds to believe a personal search is required, the Principal or designate shall

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notify police and make every reasonable effort to detain the student under close surveillance to prevent the possible destruction or use of evidence.

6. School officials are obligated to co-operate with police authorities who allege they have probable cause to conduct a search or when they present a properly executed search warrant.
7. The Principal shall inform students and parents/guardians that when a search reveals evidence that is not admissible for legal proceedings but is contrary to school regulations, students may still be subject to disciplinary action.
8. When a search reveals evidence to be used for legal proceedings, the Principal or designate shall:
  - 1) secure the area
  - 2) take precautions to not touch the evidence
  - 3) call police
  - 4) call the student's parents

**Reference**

- *EECD Policy 703*