



2.15 Search of Student Property

2. School Administration - Administrative Procedure Manual

Principals or their designate are authorized to conduct searches of student possessions when they have reasonable grounds to believe that they will find contraband or recover stolen property.

These searches may include student lockers, knapsacks, duffle bags or purses. They may also include automobiles parked on school property.

When searches are conducted, the following procedure is to be followed:

1. The student whose property is being searched is to be present if possible.
2. The principal or designate is to have another teacher present who is to serve as a witness.
3. Where purses, duffle bags are being searched, the search is to be conducted by a teacher of the same sex as the student involved.

If contraband is discovered, the procedure for handling contraband in schools is to be followed.

Handling Contraband in Schools

Contraband is any article or substance the Principal considers to be injurious to the school's welfare or to the educational purpose of the school. This might include, but is not limited to: alcohol, drugs, weapons, or visual, auditory, or print material. It may also include stolen property.

- Employees of the Division have both the right and responsibility to seize contraband found on school division property or at any school-sanctioned activity.
- If the substance is illegal, or if the student is not old enough to possess the substance, the RCMP are to be informed.
- All seizures are to be reported immediately to the Principal.
- A Contraband Seizure Form is to be completed by the employee making the seizure.
- The contraband substance as well as the Contraband Seizure Form is to be given to the Principal. If the substance has been handed over to the RCMP, only the form is to be provided to the Principal.
- If the substance has not been handed over to the RCMP, Principal will ensure that the substance and form are stored in a secure location.
- A copy of the form is to be forwarded to Division Office.
- After 30 calendar days, if the matter has been closed, the Principal is to dispose of the substance. A completed copy of the Contraband Seizure Form is to be forwarded to Division Office.