

**Kelsey School Division
Box 4700
The Pas, MB R9A 1R4**

Code: JFCD

STUDENT AND FACILITY SEARCH

1. School administrators may conduct or organize in-school searches of students, their possessions, or their lockers, without a warrant, if there is a reasonable suspicion that dangerous, prohibited, or illegal articles or substances are present and that the student is in violation of school policy.
2. Kelsey School Division prohibits the possession on school property or at school functions of substances or objects which may threaten good order, discipline, or public safety. These policies include such issues as:
 - a) alcohol beverages,
 - b) illicit drugs,
 - c) stolen property,
 - d) weapons, either restricted or prohibited by law,
 - e) objects which may be used as a weapon, or,
 - f) hate literature, racist material, or pornography.Such items may be the basis for search and seized upon discovery.
3. Reasonable grounds for suspicion would exist when information is received from a source considered to be credible by the school administrator.
4. Student lockers are the property of the school.
5. Searches of students, their possessions, or their lockers will proceed with at least two (2) authorized personnel being present (one of whom must be the principal or designate). Every effort will be made to ensure privacy during the search.
6. A record of the following information on the search will be kept:
 - a) details of allegations
 - b) names of relevant parties and possible witnesses
 - c) time of relevant incidents
 - d) time and place of the investigation
 - e) parties interviewed
 - f) efforts made to contact parents/guardians
 - g) discussions held to date, and
 - h) details of police involvement, if any.
7. If a locker or student is found to have illegal articles or articles in violation of school policy, the administrator will take appropriate action, which may include contacting the RCMP and/or the parents/guardian of the student