

ADMINISTRATIVE REGULATION

Placentia-Yorba Linda Unified School District

Students

5131.8.1 - AR

METAL DETECTION AND SEARCH FOR WEAPONS

A. Purpose and Scope

To provide procedures for implementing the policy on the use of metal detection and search for weapons and dangerous devices.

B. General

1. Weapons and dangerous devices include but are not limited to:
 - a. Firearms: pistols, revolvers, shotguns, rifles, pellet guns, BB guns, zip guns, stun guns, tasers, or any device capable of propelling a projectile with the force capable of injuring a person.
 - b. Cutting and puncturing devices: dirks, daggers, knives, picks, throwing stars, razors or any other cutting or puncturing device having no reasonable use at a school or school function.
 - c. Explosives and/or incendiary devices: pipe bombs, time bombs, cap guns, containers of flammable fluids, fireworks, or any other explosive and/or incendiary device having no reasonable use at a school or school function.
 - d. Other harmful devices: blackjack, slingshot, club, nunchaku, sandclub, sandbag, metal knuckles, any metal device projecting sharp or pointed edges, and any other devices having no reasonable use at school or a school function and capable of harming a person, or any devices being used as a weapon that could cause serious physical harm.
2. School principals shall maintain a program designed to prevent weapons and dangerous objects from being brought to school or school activities.
3. School principals shall maintain a campaign to encourage students and parents to report to school officials when they know that a student is in possession of a weapon or dangerous device. Confidentiality of the source of information may be protected in accordance with the provision of EC48918(f).
4. School principals shall regularly instruct members of the school staff regarding their responsibilities in reporting and confiscating weapons and other dangerous devices.
5. Any school employee may confiscate any weapon or dangerous device. A school employee confiscating a weapon or dangerous device shall deliver it immediately to the

principal or designee and shall provide the principal or designee with as complete information as possible relating to the incident.

6. Upon receipt of a weapon or dangerous device the principal or designee shall take action in accordance with policy and law regarding disciplinary action and appropriate notification to police and/or fire agencies.
7. Principals shall provide prior notice before implementing metal detection and expanded search procedures. The form of this notification may include signs, a written notice to students and parents, and public announcements.
8. Metal detection procedure may be employed:
 - a. Upon entrance to the campus or school buildings to all persons or a random selection.
 - b. Upon entrance into a school event either on or off the campus to all persons or a random selection.
 - c. Upon reasonable cause or suspicion that a student or other individual is in possession of a weapon or dangerous device.
9. In addition to prior notice, the intrusion into privacy during the application of metal detection and extended search procedures will be minimized by:
 - a. Escorting an individual to a private area for further questioning or searching.
 - b. Asking individuals to empty pockets and other belongings of metal objects prior to scanning.
 - c. Asking the individual to check his/her person for other metal objects after an alarm activation.
 - d. Conducting a second scanning if an alarm is activated.
 - e. Conducting a limited "pat down" if a continuing activation occurs.
10. The following general conditions and/or limitation shall be followed with expanded searches. Such searches shall be conducted pursuant to Board Policy 5145.12 (Search and Seizure) and accompanying administrative regulation.
 - a. Any expanded search, such as a request to open a purse or a "pat down," should be conducted by a person of the same sex as the individual being searched.
 - b. Expanded searches should be conducted in a private location and be witnessed by at least one additional school employee.
 - c. A "frisk" or "pat down" must be limited to a reasonable search that is necessary to find a weapon or dangerous device.

- d. No school employee shall conduct a search of a person's private parts or body cavities.

C. Forms Used and Additional Reference

1. See legal references cited on Board Policy 5131.8.1
2. Copies of prior notifications

D. Procedure

1. The principal or designee must be present to observe scanning procedures. Any certificated or classified employee may be a designee for this purpose. Where more than one scanning site is used, the scanning procedures must be coordinated. Principal or designees must be appropriately instructed regarding their responsibilities and duties.
2. Only trained school personnel shall be allowed to conduct metal scanning.
3. Total or random scanning shall be employed. No particular individual shall be scanned unless there is reasonable cause or suspicion to do so.
4. Personnel conducting the scanning shall be polite and explain the reasons for the process and other appropriate related information upon request.
5. Where and when possible, school personnel will request individuals, prior to scanning, to remove metal objects from pockets and other belongings prior to scanning, unless there is reasonable cause to think there is a weapon.
6. Individuals who refused to cooperate with scanning procedures shall be escorted to the principal or designee. The principal or designee shall explain the purpose of the scanning and seek the individual's cooperation. Alternative search may be offered such as emptying pockets and other belongings, visual observation of purses or bookbags, or "pat down." Admittance to school and/or activity may be denied for failure to cooperate.
7. Responses to activation of the metal detector:
 - a. If the scanner is activated while scanning a bag, purse, or parcel, it will be confiscated by administrator or designee. School personnel shall examine the contents for weapons or other dangerous devices.
 - b. If the metal detector activates on a person and the source of the alarm is not apparent, e.g. jewelry, belt buckle, etc., the school personnel conducting the scan will request the individual to remove any remaining metal objects from his/her person and will conduct a second scan. If the detector activates again, the principal or designee shall direct the individual to a separate and more private area to conduct an expanded search.
 - c. The expanded search shall be conducted pursuant to the administrative regulation regarding Search and Seizure and section 10 (a-d) above. Additionally, the search shall commence with the "patting" of the individual's external clothing where a weapon or dangerous device is reasonably suspected of being concealed.

- d. If the school principal or designee conducting the search detect an object during the "patdown" which may have activated the metal detecting device, the school personnel shall request the individual to surrender the object. If the individual refuses to remove the object, the school personnel is authorized to refuse to admit the individual to school and/or activity and to notify police.
- e. If the object voluntarily provided by the individual or removed from the individual could have activated the metal detector, the search shall cease (see item 7d). The school personnel will scan the individual again and the search will be continued only if the metal detector again is activated.
- f. All property removed from an individual which is not prohibited by law, policy, or rules/regulations shall be returned to the individual upon completion of the search.

8. Discovery of prohibited items:

- a. When an individual is found to be in possession of a prohibited item(s), the principal or designee shall immediately follow appropriate law, policies, and regulations. The custody of prohibited item(s) shall be transferred to law enforcement officials as appropriate.
- b. In cases where law enforcement officials take no actions because the suspected items are ruled not to be illegal and such items are only prohibited by school policies and/or regulations, the principal or designee shall confiscate the items and return them to the individual at the end of the school day or return them to the individual's parents/guardians.

9. Nothing in the procedures set forth above shall limit the authority of a principal or designee to search an individual when there is reasonable suspicion that a particular individual is in possession of a weapon or any other dangerous device.

E. Reports required:

- 1. Disciplinary records and/or incident reports as required by other policies and procedures.
- 2. Other reports as may be required by the Assistant Superintendent - Educational Services after implementation of this policy and administrative regulation.

F. Record Retention and Destruction:

- 1. Copies of prior notification shall be retained for three years.
- 2. Records relating to specific students shall be retained and destroyed in accordance with policy and administration regulation 5126.

G. Responsible Administrative Unit:

Principals under the direction of the Assistant Superintendent - Educational Services.

H. Approved by:

Sharon McHolland
Responsible Division Head

6/7/96
Date

James O. Fleming
Superintendent

6/7/96
Date