

# THE CREDO SCHOOL

## The Consilium Centre Searching, Screening and Confiscation Policy

### Version 1

Written By:	Samantha Rigby-White	September 2026
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Approved By:	Headteacher Emma Mills	September 2026
Applies to:	All students and staff at The Consilium Centre	

Abbreviation /Acronym	Definition
DfE	Department for Education
SEMH	Social, Emotional and Mental Health
KCSIE	Keeping Children Safe in Education
SEND	Special Educational Needs and Disabilities
CPOMS / Cpoms	Child Protection Online Management System
DSL	Designated Safeguarding Lead

This Policy is for The Credo School.

## 1. Purpose

The Consilium Centre is committed to providing a safe, calm and supportive learning environment for all students. This policy sets out the Centre's approach to **screening, searching and confiscation** of students and their possessions in line with current Department for Education (DfE) guidance.

This policy reflects the Centre's context as an **SEMH designated provision**, including the agreed requirement that **all students are screened (wanded) on entry** and that the Centre operates as a **phone-free school** supported by the use of **Yondr pouches**.

## 2. Legal Framework

This policy is informed by and complies with the following legislation and statutory guidance:

- Education Act 1996
- Education and Inspections Act 2006
- DfE: *Searching, Screening and Confiscation – Advice for Schools*
- DfE: *Mobile Phones in Schools* guidance
- Keeping Children Safe in Education (KCSIE)

## 3. Scope

This policy applies to:

- All students attending The Consilium Centre
- All staff authorised by the Headteacher to conduct screening, searches or confiscation
- All items brought onto Centre premises or encountered during Centre activities

## 4. Definitions

### Search

A physical examination of a student's outer clothing, possessions, bags, lockers or property to locate prohibited items.

### Screening

The use of hand-held metal detector wands to scan students as a preventative safety measure. Screening does not require suspicion.

### **Confiscation**

The act of removing an item from a student because it is prohibited or banned under this policy.

## 5. Mobile Phone-Free Environment

The Consilium Centre operates as a **phone-free school** during the school day.

### **5.1 Expectations**

All students must:

- Either **hand in their mobile phone** on arrival, **or**
- Keep their phone **switched off and locked in a Yondr pouch** for the entire school day

Phones must not be:

- Visible
- Switched on
- Used at any time during the school day

### **5.2 Yondr Pouches**

- Students are responsible for bringing their Yondr pouch each day
- Pouches must remain locked until dismissal
- Tampering with a Yondr pouch will be treated as a behaviour concern

### **5.3 Forgotten Pouches**

If a student arrives without a Yondr pouch, their phone must be handed in to staff for secure storage until the end of the day.

## 6. Screening on Entry

### **6.1 Wanding**

- All students will be **screened using a hand-held metal detector wand on entry** each day
- Screening is a **condition of entry** to the Centre
- The wand will not make physical contact with the student

### **6.2 Refusal**

If a student refuses screening:

- Staff will provide support and de-escalation strategies
- Continued refusal will be managed under the Behaviour and Relationships Policy
- Students may be supervised away from peers until compliance is achieved

## 7. Prohibited and Banned Items

### 7.1 Statutory Prohibited Items

The Centre may search for and confiscate:

- Knives or weapons
- Alcohol
- Illegal drugs and drug paraphernalia
- Stolen items
- Tobacco products, vapes and e-cigarettes
- Fireworks
- Pornographic images
- Any item staff reasonably believe could be used to cause harm, commit an offence or damage property

### 7.2 Centre-Banned Items

The following are banned under Centre rules:

- Mobile phones not handed in or secured in a Yondr pouch
- Smart watches or wearable technology
- Bluetooth headphones or personal media devices (unless agreed as a reasonable adjustment)

## 8. Searching Students and Possessions

### 8.1 Authority to Search

Only the Headteacher and staff authorised by them may conduct searches.

### 8.2 Searches with Consent

- Students will normally be asked for consent before a search
- If consent is given, the search will proceed respectfully

### 8.3 Searches without Consent

Staff may search a student without consent where there are reasonable grounds to suspect possession of a prohibited item.

### 8.4 Conducting Searches

- Searches will be carried out respectfully and proportionately
- Wherever possible:
  - Searches of a student's person will be conducted by staff of the same sex
  - A witness will be present
- Searches will take place in a private area

### 8.5 Screening and Searches

If screening indicates a possible item:

- Staff may request the student to show the item
- A formal search may follow if required

## 9. Confiscation, Retention and Disposal

- Any prohibited or banned item may be confiscated
- Items may be:
  - Returned to parents/carers
  - Retained by the Centre
  - Disposed of safely
  - Passed to police where legally required

Mobile phones will be returned to students at the end of each day.

## 10. Refusal to Comply

Failure to comply with screening, searching or confiscation will be managed in line with the Behaviour and Relationships Policy and may include:

- Increased supervision
- Removal from activities
- Parent/carer contact
- Other proportionate sanctions

## 11. Recording and Monitoring

- All searches and confiscations will be recorded on CPOMs
- Records will include:
  - Reason for the search
  - Staff involved
  - Items found
  - Outcome and actions taken

## 12. Safeguarding

- Any safeguarding concerns arising from searches or confiscated items will be reported immediately to the Designated Safeguarding Lead
- Staff will not view content on electronic devices unless directed by safeguarding procedures

## 13. Training

- Staff authorised to screen or search students will receive appropriate training
- Training will reflect legal requirements and the needs of SEMH students

## 14. Review

This policy will be reviewed annually or sooner if there are changes to statutory guidance or Consilium Centre practice.