

STUDENTS

Series 500

Policy Title: SEARCH AND SEIZURE

Code No. 502.8E

SEARCH AND SEIZURE CHECKLIST

- I. What factors caused you to have a reasonable and articulable suspicion that the search of this student or the student's effects, locker or automobile would turn up evidence that the student has violated or is violating the law, school policy, rules or regulations affecting school order?

A. Eyewitness account:

1. By whom _____
2. Date/Time _____
3. Place _____
4. What was seen _____

B. Information from a reliable source:

1. From whom _____
2. Time received _____
3. How information was received _____
4. Who received the information _____
5. Describe information _____

C. Suspicious behavior? Explain:

D. Student's past history? Explain:

E. Time of search: _____

F. Location of search: _____

G. Student told purpose of search : _____

H. Consent of student requested: _____

II. Was the search you conducted reasonable in terms of scope and intrusiveness?

A. What were you searching for?

B. Where did you search?

C. Sex of the student: _____

D. Age of the student: _____

E. Exigency Emergency of the situation:

F. What type of search was being conducted:

G. Who conducted the search? _____

Position: _____ Sex: _____

H. Witness(s): _____

III. Explanation of Search:

A. Describe the time and location of the search:

B. Describe exactly what was searched:

C. What did the search yield:

D. What was seized:

E. Were any materials turned over to law enforcement officials?

F. Were parents notified of the search including the reason for it and the scope?