



## Belmont CP School

# Banned, Prohibited and Restricted Items Policy

### **1. Introduction**

Belmont CP School is committed to safeguarding and promoting the welfare of all pupils and maintaining a safe, orderly and supportive learning environment.

This policy sets out the school's approach to prohibited, banned and restricted items brought onto school premises, found in a pupil's possession, or used during school activities, educational visits or journeys to and from school.

This policy has been developed in accordance with current statutory guidance including:

- *Searching, Screening and Confiscation: Advice for Schools* (DfE, 2023)
- *Behaviour in Schools: Advice for Headteachers and School Staff* (DfE, 2022)
- *Suspension and Permanent Exclusion from Maintained Schools, Academies and Pupil Referral Units in England* (DfE, current edition)
- *Keeping Children Safe in Education* (DfE, current edition)
- Equality Act 2010
- Education Act 2002

This policy should be read alongside the school's:

- Behaviour Policy
- Safeguarding and Child Protection Policy
- Online Safety Policy
- Drugs and Substance Misuse Policy
- Health and Safety Policy
- SEND Policy

### **2. Aims of the Policy**

The aims of this policy are to:

- Protect pupils, staff and visitors from harm
- Maintain good order and discipline
- Provide clear guidance regarding prohibited and restricted items
- Ensure searches and confiscations are conducted lawfully, proportionately and sensitively
- Support safeguarding responsibilities and early intervention

- Promote a consistent and fair response to incidents

### **3. Prohibited Items**

In accordance with DfE guidance, prohibited items include:

- Knives and weapons
- Alcohol
- Illegal drugs
- Stolen items
- Tobacco, cigarette papers and vapes/e-cigarettes
- Fireworks
- Pornographic images
- Any article that a member of staff reasonably suspects:
  - has been used to commit an offence,
  - is likely to be used to commit an offence,
  - may cause personal injury, or
  - may damage property

For the purposes of this policy, “knife” includes any bladed article including:

- craft knives,
- Stanley knives,
- razors,
- kitchen knives,
- multi-tools,
- Swiss Army knives,
- or any similar item.

“Weapon” includes:

- firearms or imitation firearms,
- BB guns,
- pellet guns,
- air weapons,
- tasers,
- crossbows,
- knuckle dusters,

- or any item intended to threaten, intimidate or cause harm.

This list is not exhaustive.

#### **4. Restricted or Unauthorised Items**

The school also considers the following items inappropriate for pupils to bring into school unless specifically authorised for educational or medical purposes:

- Lighters or matches
- Laser pens
- Catapults
- Chains
- Tools or sharp implements
- Dangerous chemicals or solvents
- Super glue
- Stink bombs
- Rope, cords or cable ties
- Energy drinks
- Chewing gum
- Aerosols
- Offensive, extremist, racist, discriminatory or inappropriate material
- Items intended for misuse or disruption
- Any item fashioned or adapted to cause injury

Medical items required as part of a pupil's healthcare plan will be managed in accordance with the school's medical procedures.

The Headteacher reserves the right to determine whether additional items are unsuitable or unsafe within the school environment.

#### **5. Electronic Devices and Online Safety**

Where staff reasonably suspect that a pupil's electronic device contains prohibited material or evidence of a safeguarding concern, staff may search the device in accordance with DfE guidance.

This may include:

- bullying or harassment,
- indecent imagery,
- extremist material,
- threats,

- or evidence of criminal activity.

Staff will:

- act proportionately,
- protect pupil dignity and privacy,
- follow safeguarding procedures,
- and seek support from safeguarding leads where appropriate.

Illegal content or safeguarding concerns may be referred to external agencies, including the police or children's services.

The school will not routinely view, copy or share personal data unnecessarily.

## **6. Searches and Confiscation**

School staff authorised by the Headteacher may search pupils or possessions where there are reasonable grounds for suspicion.

Searches will be carried out:

- lawfully,
- respectfully,
- proportionately,
- and with consideration for the pupil's age, SEND, safeguarding needs, vulnerabilities and protected characteristics.

Where possible:

- searches will be conducted by a member of staff of the same sex as the pupil,
- another staff member will be present as a witness,
- and pupils will be treated with dignity and sensitivity throughout.

The school does not conduct strip searches.

Only the police may carry out a strip search, and this must be conducted in accordance with statutory guidance with appropriate safeguarding arrangements in place.

Confiscated items will be stored securely and disposed of in line with DfE guidance and school procedures.

The police will be informed where required, particularly in relation to weapons, illegal substances or serious safeguarding concerns.

## **7. Safeguarding Considerations**

The school recognises that possession of a prohibited or restricted item may indicate wider safeguarding concerns.

The Headteacher or Designated Safeguarding Lead (DSL) will consider:

- risk of harm,
- exploitation,
- bullying,
- coercion,
- criminal involvement,
- mental health concerns,
- self-harm,
- contextual safeguarding risks,
- or vulnerabilities linked to SEND or disability.

Appropriate referrals may be made to:

- Children's Services,
- Early Help,
- Police,
- Health Services,
- or other external support agencies.

The school will consider whether a multi-agency response is appropriate.

## **8. Responding to Incidents**

Where a prohibited or restricted item is discovered, the school may:

- confiscate the item,
- remove the pupil from lessons,
- investigate the circumstances,
- obtain witness statements,
- contact parents/carers,
- complete a risk assessment,
- and implement safeguarding procedures where necessary.

The school will consider:

- the nature of the item,
- the pupil's intent,
- whether harm or intimidation occurred,
- previous incidents,
- age and understanding,

- mitigating circumstances,
- safeguarding vulnerabilities,
- SEND needs,
- and proportionality of response.

## **9. Consequences and Sanctions**

Consequences will be proportionate and may include:

- restorative conversations,
- parental meetings,
- loss of privileges,
- detention,
- internal suspension,
- behaviour support plans,
- risk assessments,
- timetable adjustments,
- managed moves,
- referral to external support services,
- suspension,
- or permanent exclusion.

The school will seek, wherever possible, to balance sanctions with supportive interventions and safeguarding responses.

## **10. Suspension and Permanent Exclusion**

Suspension or permanent exclusion will only be used in line with statutory guidance and where:

- there has been a serious breach of the behaviour policy, or
- allowing the pupil to remain in school would seriously harm the education, welfare or safety of others.

Before making a decision, the Headteacher will consider:

- the evidence available,
- proportionality,
- safeguarding duties,
- equality duties,
- SEND considerations,

- alternative interventions,
- and the pupil's own account.

The school will work with relevant agencies and the Local Authority where appropriate.

## 11. Equality and SEND

The school will ensure that this policy is applied fairly and without discrimination.

Reasonable adjustments will be considered for pupils with SEND or disabilities, and staff will consider whether behaviour may be linked to unmet needs or vulnerabilities.

The school will monitor implementation of this policy to ensure that no group of pupils is disproportionately affected.

## 12. Monitoring and Review

This policy will be reviewed every three years, or sooner if statutory guidance changes.

The Governing Body and Headteacher are responsible for monitoring implementation and effectiveness.

Ratified by governors at their meeting on	06 May 2026
Signed	
Review Date	May 2028