



TITLE		REF [as per register]	VERSION
Student Search Policy		LS029	3.0
APPROVAL BODY: [as per policy register]		DATE [of approval]	REVIEW DATE
Group Executive Team		30 November 2023	30 March 2025
LEAD PERSON	Director of Student Experience and Safeguarding		
EQIA DATE	March 2023	DPIA DATE	March 2023

STUDENT SEARCH POLICY

Policy Statement

Activate Learning recognises its legal and moral duty to promote the safety and wellbeing of all its learners and protect them from harm. For that reason, safeguarding and child protection measures are integral to many aspects of the safe and supportive learning experience we strive to create. While the whole learning community benefits from this holistic approach to safeguarding, we take a rigorous stance on the protection of our students, staff, volunteers, and visitors.

Although much of our student body are trustworthy and comply to the code of conduct, occasionally a concern may be raised that a student may have an item or items which may pose a risk to themselves or others. In these instances, searches are deemed a proportional method of protecting the safety and well-being of staff, students, and visitors at Activate Learning and Activate Enterprise.

This policy sets out Activate Learning's position on the searches of students as a vital measure to safeguarding and promoting staff and student welfare, as well as maintaining high standards of behaviour through which students can learn and thrive.

Purpose

This policy outlines Activate Learning's position in relation to the action that will be taken to search students. It applies to situations where there are reasonable grounds to suspect that a student may have a prohibited or banned item on their persons, in their possession, in their student accommodation or locker, and where we have reasonable grounds to screen, search for and confiscate these items.

This is to ensure we are meeting our duties relating to protecting and promoting the safety and wellbeing of all staff, volunteers, students, and visitors at Activate Learning.

Scope

This policy applies to all learners enrolled or residing at an Activate Learning college campus, students with Activate Enterprise, students on work placement or work experience, franchisees, and 14-16 students whom we support in liaison with the relevant partner school.

Responsibilities

All staff will:

- Report, without delay, any concerns regarding prohibited items to a member of staff authorised to conduct a search such as: Head of Campus Student Experience, Student Behaviour and Welfare Officer¹, a member of the Safeguarding Team, Faculty Director, and/or Duty Manager or Director.
- Report any concerns of a safeguarding nature to the Safeguarding Team as per the Safeguarding and Child Protection Policy and Procedures.

Authorised members of staff will:

¹ This title refers to the current role of the Student Liaison Advisers.

- Undertake searches in accordance with the Student Search Policy and Student Search Procedures.
- Fully consider the welfare, wellbeing and needs relating to any protected characteristics of a student throughout the search process.
- Report any concerns of a safeguarding nature to the Safeguarding Team, without delay, as per the Safeguarding and Child Protection Policy and Procedures.

All students will:

- Read our student Code of Conduct and adhere to this throughout their studies or placement with Activate Learning and/or Activate Enterprise.
- Report any concerns they may have regarding prohibited items to a member of Activate Learning staff.

Commitment Statement

In order to deliver the Activate Learning mission to provide talent for business, transforming lives through learning and stay true to our learning philosophy; our colleges aim to create a safe and secure learning environment in which students and apprentices are enabled to develop and flourish.

We are committed to upholding our safeguarding responsibilities ensuring that a culture of safe, proportionate, and appropriate searching is maintained.

References

Student Search Procedure
Safeguarding and Child Protection Policy
Safeguarding Procedure
Equality and Diversity Policy
Behaviour and Disciplinary Policy
Education Act 1996
Article 8 of the European Convention on Human Rights
Section 91 of the Education and Inspections Act 2006
DfE Searching, screening and confiscation Guidance January 2018 – 2022 update