



# Offensive Weapons Policy

**Reviewed:**

**Date:** June 2016

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## Offensive weapons – Policy and Practice

We intend Lincolnshire Teaching and Learning Centre to be a safe environment for all students and adults.

All students will be made aware that under no circumstances should anyone be in possession of ‘**an article with a blade of point, or an offensive weapon**’, or any item which could be reasonably considered as such. If a student is in possession or is reasonably suspected of being in possession of such, **action will always be taken**, and the following procedures will apply.

**Situation 1: If judged appropriate, the adult(s) involved will ask for the item to be handed over for safekeeping until at least the end of the day.**

<i>Student complies, no concerns</i>	<i>Student does not comply</i>
<ol style="list-style-type: none"> <li>1. The item will be locked away safely.</li> <li>2. Senior Management will be informed at the earliest opportunity.</li> <li>3. Steps 2, and 4-8 will be followed.</li> </ol>	<ol style="list-style-type: none"> <li>1. Staff will not persist, but will inform a member of the SLT <u>immediately</u>, and will monitor the situation.</li> <li>2. As soon as possible the individual will be removed calmly into a private room – most likely an office area.</li> <li>3. At least two members of staff will be present, and will secure the item.</li> <li>4. Parents will be informed, and may be required to collect the item or may agree to have it safely disposed of.</li> <li>5. The Police may be informed (see below).</li> <li>6. The student will be ‘counselled’, may be required to leave the site and conditions may be laid down for their return, including a planning meeting.</li> <li>7. A written record will be kept in the student’s file.</li> <li>8. For a serious or subsequent offence an exclusion will be considered.</li> </ol>

**Situation 2: If not judged appropriate**, steps 1 – 8 will be followed.

**Situation 3: If the student refuses to hand over the item to Senior Management a decision will be taken in the light of circumstances. No student or bag etc. will be forcibly searched, and it may be prudent to allow the student to leave the premises rather than antagonise and inflame the situation.** Steps 4-8 will be followed, as appropriate.

The head will have discretion, but the Police will be called immediately if the student:

- Has, or is strongly suspected of having a weapon.
- Has brandished the item or weapon.
- Has used the item or weapon in an attack.
- Threatens to use the item or weapon at any point.
- Refuses to leave site.
- Leaves the site.

**September 2017**