Richmond School District Policy Statement **Policy #: 446.1**
Locker Searches

Although student lockers are considered property of the Richmond School District, the District expects students to assume full responsibility for the security of their lockers. Periodic general inspections of lockers may be conducted by school administrators for any reason at any time without student consent and without a search warrant. Searches are authorized in the District for the purpose of maintaining order and discipline in the schools and to protect the safety and welfare of students and staff.

It is recommended that two members of the instructional staff conduct the inspection together, particularly when the student is not present. At least one of the inspectors must be an administrator, who has full responsibility for the inspection. In the absence of an administrator, his/her specific designee will assume responsibility. The search must be documented by school officials.

In the event that a locker may be secured by a lock, staff will make a reasonable attempt to open lock by obtaining the combination or by the use of a master key. The District reserves the right to cut the lock if necessary.

Reasonable searches among the personal belongings of the student contained within the locker may be conducted where there are grounds to believe that the search will provide evidence that the student has violated or is violating the law or school rules. Any items that are seized during the search will be safeguarded until determination has been made by the appropriate authorities for disposition of the items. The parent(s)/guardian(s) of a minor student shall be notified of items removed.

Strip searches are illegal and will not be conducted by the School District at any time. If the nature of the problem is so serious or severe that this type of search is to be considered, law enforcement agencies will be contacted immediately.

Legal References: Wisconsin Statutes 118.32
118.325

Approved: 4/23/07