

The right of inspection of students' school lockers or articles is inherent in the authority granted school boards and administrators. The School District provides a locker for the convenience of the students to be used solely and exclusively for the storage of outer garments, footwear and school-related materials. No student shall use the locker for any other purpose.

The locker assigned to a student is the property of the School District. At no time does the District relinquish its exclusive control of such lockers. A locker may be searched as determined necessary or appropriate without notice, without student consent, and without a search warrant. The search may be conducted by the District Administrator, the building principal, a police/fire officer, other law enforcement officers, or other person(s) designated by the administration.

Any unauthorized item found may be removed. Items removed from the locker may be held by the school for return to the parent(s)/guardian of the student or retained for disciplinary proceedings, or turned over to law enforcement officials. The parent/guardian of a minor student shall be notified of items removed and retained from the locker. (See procedures 6016.A.)

The District shall include a copy of this policy in the Student/Parent Handbook that is distributed annually to each student enrolled in the District.

It is the policy of the North Lake School District, pursuant to s. 118.13, Wis. Statutes., and PI 9, that no person, on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability, or a disability under Section 504 of the Rehabilitation Act of 1973 may be denied admission to any school in this district or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil services, recreational, or other program. This policy applies to all school operations, including school-sponsored programs and activities.

Wisconsin Statutes WI Act 329

Adopted:	9-11-84
Revised:	7-27-92
Revised:	10-21-98
Revised:	5-16-01

**PROCEDURES FOR SEARCH OF STUDENT LOCKERS/ARTICLES**

**6016.A**

1. It is recommended that two members of the certified 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.
2. The inspector(s) may seize any or all items which are dangerous and/or illegal. Reasonable searches among the personal effects may be conducted where there is reasonable suspicion that the search will provide evidence that the person has violated or is violating the law or school policy.
3. Any items that are seized during a search by school authorities must be safeguarded until determination has been made by the appropriate authorities for disposition of the items. Following are the guidelines to be followed when items are removed:
  - a. Items that are seized may be held by the school for return to the parent/guardian of the minor student, who shall be informed of his/her right to obtain items that may have been removed from the storage area.
  - b. If the items that were seized involve a violation of the law, the suspect material shall be removed and turned over to law enforcement officials. The parent/guardian of the minor student shall be notified of items that were removed and of the delivery thereof to law enforcement officials.
4. Any search by school officials must be documented. Such documentation must include the following information:
  - a. reason for the search
  - b. information relied on
  - c. area searched
  - d. list of items found
  - e. list of items seized
  - f. disposition of the matter
  - g. signature of the person conducting the search
  - h. signature of the witness
  - I. date

This documentation report is placed in the school files for safekeeping and ready retrieval. Depending upon the search finding, the documentation can be used in subsequent school discipline or legal actions.