





H. Document the search: All searches must be documented to include the persons conducting the search, the student(s) searched, the basis for search, and whether and what illegal or unauthorized items were discovered.



a lock on their school locker to protect their property does not create an expectation of privacy in the contents of the locker.



student's parent/guardian, except that stolen property shall be returned to its owner or police, and contraband will be destroyed or held for law enforcement.

If the prohibited item is evidence of a crime (e.g., weapons possession or distribution of illegal drugs), it shall be turned over to law enforcement. Law enforcement will be contacted via the non-emergency phone number to collect the evidence.

Documentation of prohibited items:

(a) The seizure of the prohibited items should be documented using the Prohibited Item Google Log form.

(b) A photograph shall be taken and stored with the form.

(c) Information about the incident and the prohibited item shall be included in the student's Synergy record.

(d) The prohibited item shall be stored in a secure locker accessible only by administrators.

(2) Disposal of Prohibited Items or Stolen Property:

(a) Building administrators shall give to law enforcement the following items: guns, explosives, illegal narcotics (e.g., fentanyl, heroin, ecstasy, methamphetamines) and all drugs that appear to be for



until the District's Program Manager for HazMat Safety picks it up to destroy it safely.

- 5) Paraphernalia associated with substance use shall be returned to the student's parent/guardian.

(c)The disposal of all prohibited items should be compl -1.6dismd b(i)6 (2 (o)1 6-0 0 12 32

