

Procedures for Use of Metal Detection in Greenburgh Eleven UFSD

The following regulations will implement the school board's policy concerning the use of metal detection in school buildings.

STUDENT NOTIFICATION

1. Signs announcing the use of metal detection shall be placed in the Building Lobbies and Day Student Entrance. A copy of the sign is included below:

"School safety is our most important priority. All students entering the School Buildings will be asked to walk through a metal detector or stop for a hand held metal detection scanner in order to ensure that weapons of any kind are kept out of the District's Buildings".
2. Information shall be provided to students by their school counselor indicating that metal detectors will be used in the Bethune school building and that Special Children's Services may be called if weapons are detected. All weapons will be confiscated. A copy of the information (Student Metal Detection Notification) is included and will be signed by the school counselor/CSE staff.
- 2A. All students who register for school after July 26, 1999 will receive the same information as other students on an individual basis concerning the Student Metal Detection Procedure before being admitted to class. A copy of the Information (Student Metal Detection Notification) is included and will be signed by the school counselor/CSE staff.

STUDENTS WHO WILL BE SEARCHED

3. All students entering the any school building where metal detection is being used shall be subject to metal detection scanning.

METAL DETECTION PROCEDURES

4. Students enter building through front door.
5. Students are directed by staff member to walk through metal detector on side lobby wall.
6. Staff assigned will control flow of students through machine to allow each student to register.
7. All students who are subject to the metal detectors will be asked to remove all metal objects from their pockets and/or bags and belongings before

going through the metal detectors. These objects will be placed in a tray and returned to the student after they pass through the detector.

8. If a student activates the metal detector he will be asked again to remove all metal objects from his pockets from his pockets and move to the rear of the line to go through the machine a second time. If the student again activates the metal detector he will be moved to the side where he will be scanned with a hand held wand by a member of the school staff of the same sex as the student.

The scanning will begin at the toes and continue to the head in all directions without touching the student's body. If the student's bag or belongings activate the metal detector, the student will be asked to open the bag for inspection.

If a student's shoes indicate a presence of metal, the student will be asked to remove the shoe for examination. This will be done out of sight of the other students.

9. If no warning sounds students are permitted to go directly to their floor.
10. If a student refuses to go through the metal detector or refuses to remove metal objects from his pockets and/or bag and belongings, Special Children's Services or another appropriate Children's Village staff will be called to assist.
11. If the hand scanner is activated the student will again be asked to remove all metal objects. If he refuses, Special Children's Services or another appropriate Children's Village Cottage staff will be called and the student will be escorted to his cottage or remain with Special Children's Services.
12. Under no circumstances will District personnel be permitted to conduct a strip search of any student.
13. Any weapons or devices which could be used as weapons discovered as a result of the use of metal detection or by visual observation of staff will be confiscated.

Noted: The CS-5000 Magna Scan will be operated and checked for accuracy by Mr. Cameiro.

Greenburgh Eleven UFSD
Student Metal Detection Notification

1. I _____ am a student at Greenburgh Eleven Union Free School District
2. I understand that school safety is very important.
3. I have been told that I will have to walk through a metal detector or have a wand held metal detector scan me before I enter the Bethune School Building.
4. I understand that if a weapon of any kind is found in my clothes, bags, or belongings carried by me, such weapon will be taken away by District employees and Special Children's Services and/or other agency staff may be notified. In addition, any day students found with weapons will have their parents contacted.

Student Signature

Date