

## 1. Scope

This policy applies to all staff at Expanse Learning College (Hereafter referred to as the College).

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## 2. Objectives

To inform employees of the process that must be followed in the event of a knife or other weapon being brought onto college premises. When a young person decides to take a knife or other offensive weapon into a college, it is serious with a potentially fatal consequence.

A police officer **MUST** attend the college and investigate every case of weapons possession by a student.

Colleges cannot be left to deal with possession of a weapon themselves. It is critical that the reasons for possession by students are fully understood to enable proportionate early intervention to take place to reduce the likelihood of repeat possession. This document has been created for guidance, support and to advance the knowledge of college leaders around the powers and law when dealing with offensive weapons.

## 3. Core Principles

As students develop into maturity they naturally experiment with their behaviour and test boundaries. They have less capacity they will have for restraining themselves, resisting temptation or resisting peer pressure. None of these excuse poor or criminal behaviour. It actually increases the need to intervene as early as possible, to show that actions have consequences, and that harm is being caused. Police and partner intervention should assist in one or more of the following ways:

- Confront students with the consequences of offending
- Help young people to develop a sense of personal responsibility
- Manage risk to students within the community
- Reinforce the serious nature of weapon-related crime
- Strengthen factors that reduce the risk of re-offending
- Encourage reparation
- Encourage the restoration of relationships of trust
- Define, agree and reinforce the responsibilities of parents / carers.

## 4. Recordable Offences for weapons being carried in college are:

- Possession of an offensive weapon on college premises
- Possession of a bladed/sharply pointed article on college premises
- Threaten a person with an offensive weapon on college premises
- Threaten a person with a blade/sharply pointed article on college premises.

The principal aim of the youth justice system is to prevent and reduce offending by young people. The more time and effort invested in dealing with offending behaviour at an early stage will better serve the local community over the longer term.

## 5. Incident Reporting

Where an immediate police response to an incident at the college is required, dial 999. For example: a student has been detained in possession of a knife on college premises and poses, or is likely to pose, a risk of:

1. Danger to life
2. Use or immediate threat of use, of violence
3. Serious injury to a person
4. Serious damage to property.

When there isn't such an immediate risk, colleges should report incidents to the police non-emergency number by dialling 101. For example, a student has been searched and found to be in possession of a knife/bladed instrument which has been seized, and the student does not pose any further risk as detailed above. When reporting incidents of weapons possession to 101, colleges should always request and record the incident log reference number. This will facilitate further contact in relation to the incident.

Due to the serious nature of weapons possession and potential consequences, contact should be prompt in order that future risk is managed, and behaviour confronted.

Colleges are asked to retain the weapon in a safe place (e.g college safe) until police attend and seize the weapon for evidential purposes or destruction. Once it is established that a weapon is unlawful, a crime record will be created, and a proportionate investigation will ensue.

All incidents must be recorded on Databridge as a “Safeguarding” event and also a “Behavioural” event with the category selected as “Possession of dangerous weapons / implements” selected as the category. All incidents of this nature must be escalated to the Designated Safeguarding Lead / Officer.

### Actions at the College by the attending Officers

- Conduct a primary investigation.
- Manage any risk to the college students and staff.
- Consult with a senior member of staff at the college.
- In all cases of unlawful weapon possession, a crime report will be completed, and the weapon seized.
- The weapon will be assessed as to whether it is unlawful and also on the intent of the person carrying it.

Once it is established that a weapon is unlawful, a crime record will be created, and a proportionate investigation will ensue. Do the right thing - intervene early to prevent violence, serious injury and reduce future offending.

## 6. Monitoring arrangements

This policy will be reviewed every 12 months but can be revised as needed.

### Impact of non-compliance for:

<b>Staff:</b>	Disciplinary action
<b>Student:</b>	Not applicable
<b>Legislation/organisational:</b>	Reputational damage, litigation, statutory and non-regulated compliance. prosecution
<b>Compliance lead:</b>	Corporate Services (Corporate Services)
<b>Policy Reference:</b>	ELCO-ORG-003
<b>Version:</b>	3
<b>Agreed policy location:</b>	Employee Portal: Documents/Policies 2018-19/Expansive Learning College/Organisational/College-ORG-006(v2) – Knives and other Weapons in College Policy
<b>Does the policy require Governor approval?</b>	No

### Approval

<b>Prepared by</b> Scott Roberts (Assoc. CIPD) 01/09/2020  Head of Corporate Services	<b>Approved by</b> Tony Brown 01/09/2019  CEO	<b>Counter Signatory</b> Karl Wane  Director of Post 16 Education
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### Version Control

Version	Date	Revision	Review Date
1	04/01/2019	First Issue	03/01/2020
2	01/09/2019	Policy review and transferred onto 2019/20 policy template	31/08/2020
3	01/09/2020	Policy Review	31/08/2021
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