

I. What factors caused you to have a reasonable and articulable suspicion that the search of this student or the student's effects, locker, or automobile would turn up evidence that the student has violated or is violating the law, school policy, rules or regulations affecting school order?

A. Eyewitness account.

1. By whom: _____
2. Date/Time: _____
3. Place: _____
4. What was seen/heard: _____

B. Information from a reliable source.

1. From whom: _____
2. Time received: _____
3. How information was received: _____
4. Who received the information: _____
5. Describe information: _____

C. Suspicious behavior? Explain.

D. Time of search: _____

E. Location of search: _____

F. Was student told purpose of search? _____

G. Was consent of student requested? _____

H. Was the student present during the search? _____

I. Was the student informed of the search either prior to or as soon as is reasonably practicable after the search was conducted? _____

II. Reasonableness of search (scope and intrusiveness)

A. Nature of the violation. What were you searching for (objective of the search)? _____

B. Where did you search? _____

C. Gender of the student: _____

- D. Age of the student: _____
- E. Emergency nature of the situation: _____
- F. Type of search conducted: _____
- G. Person conducting the search: _____
Position: _____ Sex: _____
- H. Witness(es): _____

III. Explanation of Search

- A. Describe the time and location of the search: _____

- B. Describe exactly what was searched: _____

- C. What did the search yield? _____
- D. What was seized? _____
- E. List any materials turned over to law enforcement officials:

- F. Were parents notified of the search including the reason for it and the scope?
(Date and time): _____

Name of person completing this form: _____

Date: _____

Time: _____

Approved: 09/26/05

Reviewed: 12/22/08

Revised: 12/18/13

