Administrative Form 345B 345B-1

STUDENT SEARCH REPORT

STUDENT INFORMATION	
Name:	Date of Birth:
School:	Grade:
Gender:	

SEARCH INFORMATION	
Date: Time	
What were the grounds for this search? (Check one or more)	Information from a reliable source: Information from several sources: Teacher or Principal's own observation:
What was searched:	Locker Bag Backpack Purse Jacket Person Computer Other: (Describe)
Personal search: (Check all that apply)	Emptying Pockets Rolling up sleeves or pant cuffs Removing head coverings, outdoor clothes, socks, or shoes Other: (Describe)
Exact location of the search:	
Who was present during the search?	
What was found during the search	Nothing Alcohol Drugs Drug Paraphernalia Tobacco Computer Weapon: (Describe) Other: (Describe)
Describe the disposition of any seized items:	
Were the police called?	No Yes Time:
Parent/guardian called?	No Yes Attempted Time:

WHAT DISCIPLINARY MEASURES ARE BEING CONTEMPLATED OR HAVE BEEN INITIATED?		

WHO CONDUCTED THE SEARCH? PLEASE PRINT			
Name:			
Position:	Signature:		
Name:			
Position:	Signature:		