

SEARCH AND SEIZURE FORM

**Complete as thoroughly as possible**

**What factor(s) caused you to have a reasonable suspicion that a search would produce evidence that the student(s) had violated or is/are violating the law or school rules?**

A. Eyewitness account.

1. By whom? \_\_\_\_\_

2. Date/time \_\_\_\_\_ 3. Place \_\_\_\_\_

4. What was seen? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Information received:

1. From whom? \_\_\_\_\_ 2. Time received? \_\_\_\_\_

3. How was the information received? \_\_\_\_\_

4. Who received the information? \_\_\_\_\_

5. Describe the information: \_\_\_\_\_

\_\_\_\_\_

C. Explain any suspicious behavior.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Explain the student's past history, if any, as it relates to the incident:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E. Time of Search? \_\_\_\_\_ F. Location of Search? \_\_\_\_\_

G. Was the student told the purpose of search? \_\_\_\_\_

H. What was the purpose? \_\_\_\_\_

I. Was consent requested? \_\_\_\_\_

J. Were there witnesses to the search? \_\_\_\_\_

If yes, who? \_\_\_\_\_

**Was the conducted search reasonable in terms of scope and intrusiveness?**

A. Sex of the student? \_\_\_\_\_

B. Age of the student? \_\_\_\_\_

C. Reason(s) of emergency? \_\_\_\_\_

\_\_\_\_\_

D. Who conducted the search? \_\_\_\_\_

E. Witnesses names, if any? \_\_\_\_\_

F. What were you searching for? \_\_\_\_\_

G. Describe exactly what was searched \_\_\_\_\_

H. What did the search yield? \_\_\_\_\_

I. What was seized? \_\_\_\_\_

J. Were any seized materials turned over to the police? \_\_\_\_\_

If yes, what? \_\_\_\_\_

K. Were the parents/guardians notified of the search, **(or the student if not present)** including the reason for it and the scope? \_\_\_\_\_

Revised 05/04/09

Reviewed 6/9/14