

## Weapons

### 1. Definitions

- 1.1. CEDP event/activity refers to any activity organised and attended by CEDP staff, including CEDP school staff or students, either on or off a school site.
- 1.2. Critical incidents refers to situations that
  - 1.2.1. have the potential to significantly disrupt the operations of the school, CELC, COSHC or CEO, putting at risk the system's ability to efficiently and effectively continue learning, teaching and work activities
  - 1.2.2. may incur a significant cost or compensation
  - 1.2.3. may result in critical injuries to students or staff
  - 1.2.4. may bring negative media coverage or reputation damage to CEDP.
- 1.3. School is used as a general term to refer to school site, school event or activity, whether on or off site.
- 1.4. School site refers to any part of the school grounds, including but not limited to learning spaces, playgrounds and office spaces.
- 1.5. School event/activity refers to any activity organised and supervised by the school, on or off the school site.

### 2. Context

- 2.1. CEDP is committed to ensuring that all schools are places of safety for students and staff. A critical aspect of this is ensuring that schools prevent prohibited weapons from being present on the school site to minimise risk to staff and students.
- 2.2. It is the expectation of CEDP that staff and students will not bring prohibited weapons to school or during the course of any school day or school event/activity.

### 3. Prohibited weapons

- 3.1. A prohibited weapon includes but is not limited to
- 3.2. all knives, with the exception of those knives required for school lessons and provided by the school under the supervision of staff. Where senior subjects require students to supply knives (i.e. hospitality) all instructions regarding procedures for transporting/carrying knives must be followed.
  - 3.2.1. guns
  - 3.2.2. darts
  - 3.2.3. batons
  - 3.2.4. machetes
  - 3.2.5. any other weapon listed in [Schedule One of the Weapons Prohibition Act 1998 \(NSW\)](#)
  - 3.2.6. any other object that can be used to cause serious injury or harm
  - 3.2.7. any implement that may have been altered and could be used as a weapon to cause serious injury or harm.

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**Service area**  
Student Services

**Location**  
CEDP

**Head policy**  
Student



## 4. Responding to prohibited weapons brought to school or made at school

- 4.1. This section refers to any instance where a prohibited weapon is brought to school or made at school by a staff member, student or parent onto the school site.  
Possession of a prohibited weapon includes having one in a bag or locker.
- 4.1.1. The process outlined should also be followed if a prohibited weapon is brought to a CEDP event or activity.
- 4.1.2. In the case of a student, staff, parent or visitor bringing a prohibited weapon to school, the principal (or the next most senior person on site) must notify the police immediately and ensure that all reasonable steps are taken to protect students and staff from risk.
- 4.2. Wherever possible, searches of students' bags and possessions should be carried out by police. However, if there is a reasonable belief that a student is in possession of a harmful or prohibited weapon and there is a risk of immediate danger to the safety and welfare of staff or students, the principal can request to search their bag and possessions. If a student refuses the request and there is a reasonable belief they are in possession of a prohibited weapon, the police should be called. The police will conduct necessary searches.
- 4.3. Under no circumstances should staff carry out a physical search of a student.
- 4.4. Where practicable, any search of a student's bag or possessions should be undertaken in a private setting away from other students and with an independent observer such as a member of staff present.
- 4.5. The principal must assess whether the presence of a prohibited weapon on site constitutes a Critical Incident. If so, the principal must follow the Critical Incident Procedures as well as these procedures in responding to the incident.
- 4.6. If a school staff member or a CEDP staff member on the site is aware that a prohibited weapon has been brought on site, they must notify the principal immediately. If the principal cannot be contacted, staff should notify the next most senior member of staff.
- 4.7. The principal must notify the Director Performance, to inform them of the incident. If the Director Performance is unreachable, the principal should notify any contactable Director. The Director Performance or their delegate will ensure that the principal receives appropriate advice and support from other CEDP staff in responding to and managing the incident.
- 4.8. Once the police have been notified, the school will cooperate with police in relation to any investigation around possession of prohibited weapons.
- 4.9. Any person in possession of a prohibited weapon at school may be in breach of the *Weapons Prohibition Act 1998 (NSW)*, *Summary Offences Act 1988 (NSW)*, *Firearms Act 1996 (NSW)* and *Crimes Act 1900 (NSW)* as amended or replaced and may be subject to criminal charges and penalties.
- 4.10. Students who bring prohibited weapons to school will be subject to the Suspension, Transfer and Exclusion procedures.
- 4.11. Principals can immediately suspend a student for up to five days if they are in possession of a prohibited weapon, in line with CEDP policies and



procedures. Principals must seek approval from the Director Performance to suspend students for more than five days.

## 5. Responsibilities

- 5.1. Principals must
  - 5.1.1. ensure that school sites are safe and that all reasonable steps are taken to protect students and staff from risks
  - 5.1.2. notify the police of the presence of any prohibited weapon on the school site
  - 5.1.3. notify the Director Performance of the presence of any prohibited weapon on the school site
  - 5.1.4. not carry prohibited weapons onto school sites or at any school event/activity, or any CEDP event or activity.
- 5.2. Staff must
  - 5.2.1. not carry prohibited weapons onto school sites or any other school event or activity, or any CEDP event or activity
  - 5.2.2. immediately notify the principal, or the next most senior member of staff, of the presence or suspected presence of a prohibited weapon at school.
- 5.3. Parents/guardians must
  - 5.3.1. not carry prohibited weapons onto school sites or at any school event/activity, or any CEDP event or activity.
  - 5.3.2. ensure that their child does not bring prohibited weapons to school. Parents may be subject to criminal charges under relevant legislation if they allow their child to carry a prohibited weapon
  - 5.3.3. cooperate with any investigation regarding possession of a prohibited weapon.
- 5.4. Students must
  - 5.4.1. not carry prohibited weapons onto school sites or at any other school event or activity, or any CEDP event or activity
  - 5.4.2. notify a teacher or the principal of the presence or suspected presence of a prohibited weapon at school
  - 5.4.3. inform the school principal, teacher or counsellor if they feel worried, intimidated, threatened or fearful of harm/bullying.

## 6. Knives for the purpose of lessons

- 6.1. The principal will consider any requests for students or staff to bring knives onto the school site for the purpose of lessons (i.e. hospitality) in consideration of this procedure and the safety of staff and students.
- 6.2. No knives may be brought onto the school site without the express permission of the principal.

## 7. Related legislation

- 7.1. *Weapons Prohibition Act 1998* (NSW)
- 7.2. *Firearms Act 1996* (NSW)

## 8. Related documents

- 8.1. CEDP Critical Incidents Procedures
- 8.2. CEDP Suspension, Transfer and Exclusions Procedures
- 8.3. Countering Violent Extremism in Schools program (NSW)

