



Weapons Policy

How do we ensure the safety and wellbeing of our students and staff at school? Measures related to the weapons policy.

Review: August 2025

1.- PROTOCOL OF ACTION REGARDING WEAPONS

1.1.-Introduction

This document aims to establish clear guidelines for the prevention, detection, and response to the presence, use, or suspicion of weapons within the school environment.

The policy follows the school's safeguarding principles, prioritizing the safety of students and staff, and considers any weapon —real or simulated— a serious threat to the school's community and wellbeing.

1.2.-Definition of weapon

For the purposes of this policy, a weapon shall be understood as:

- **Firearms:** pistols, revolvers, rifles, shotguns, or other similar devices, whether real or replicas.
- **Bladed weapons:** knives, blades, machetes, sharp scissors, or other cutting/piercing instruments.
- **Other dangerous objects:** defense sprays, bats, chains, tools, blunt objects, or any material intended to cause harm.
- **Simulated weapons or replicas:** objects resembling weapons that may generate alarm or intimidation.

1.3.- Prevention and detection

The school will foster a safe environment by:

- Promoting coexistence and peaceful conflict resolution.
- Monitoring entrances and common areas.
- Raising awareness among students about the risks and consequences of weapon use.
- Encouraging open communication among staff, students, and families to identify risk signals.

1.4.- Response to the presence of a weapon

In case of suspicion or detection of a weapon in school, staff must:

1. **Prioritize safety**: remain calm and avoid confronting the student if it poses immediate danger.
2. **Immediately notify** the School Management or Stage Coordinator.
3. **Isolate the situation** as far as possible without endangering others.
4. **Do not handle the weapon** unless strictly necessary to prevent immediate harm.
5. **Request external support** (police or emergency services) if the situation requires it.

1.5.- After the incident

Once the situation is under control, the Headteacher will require any adult involved in such an incident to report it to her as soon as possible. The staff member must document the incident in full detail, providing an exact description of what occurred by completing [Annex 1](#). Where possible, witnesses to the incident should be identified.

- A **detailed report** will be submitted to the School Management, including the facts, witnesses, measures taken, and those involved. For this purpose, [Annex 1](#) must be completed. Where possible, witnesses to the incident should be identified.
- Families of the students involved will be notified.
- The School Management will assess any internal disciplinary measures and, if necessary, the corresponding legal actions.
- Psychological support will be offered to students and staff affected by the incident.

A written record must be kept, collecting the following data objectively and avoiding value judgments:

- Persons involved in the incident, including witnesses if any.
- Place and time.
- Strategies used prior to the restrictive physical intervention.
- Description of the restrictive physical intervention, including the reasons that justified it, how it was carried out, and for how long (if possible).

- How the incident began and developed, details of the student's behavior, and the student's response to the restrictive intervention.
- Description of any injury suffered by any person during the incident and any subsequent medical care.
- Description of any damage caused to property during the incident.
- Description of all actions taken after the incident.

This written report must be delivered on the **same day of the incident to the Headteacher**, following the [LINK](#) provided for this purpose.

Once the record has been collected, the Headteacher will inform the DSL and the corresponding Stage Coordinator, who will then inform the families of the students involved as quickly as possible.

In the case of a serious incident (serious injuries or possible criminal offences), it will be mandatory to notify the Educational Inspection Service or the relevant authority.

