

**SCHOOL BOARD POLICY**  
**School District of Holmen**  
**Holmen, WI 54636**

**FILE: 832**  
**SECTION: 800**  
**COMMUNITY**

**WEAPONS IN SCHOOLS**

The School District of Holmen is committed to providing a safe and healthy environment for all of its employees, students and visitors. As part of this commitment, and subject to state and federal law, the District prohibits the possession, storage or use of any firearms or other weapons of any type, concealed or unconcealed, on District property. "District property" covered by this policy includes, without limitation, all District-owned or leased buildings, parking lots, grounds and other space. District owned vehicles are also considered District property and are covered by this policy at all times regardless of whether they are on District premises.

This weapons policy applies to all District employees, students, visitors, contractors and all other persons on District property, regardless of whether or not they are licensed to carry a weapon. Exception to this policy will only be made for law enforcement officers, or where otherwise required by law.

No one shall use a weapon to threaten or to injure another person. Further, a weapon can include an object that is used to cause, or where an attempt is made to cause, bodily injury or property damage.

Any student who violates this policy shall be subject to school disciplinary action and may be referred to local law enforcement authorities. Student possession of a firearm or a weapon at school or under the supervision of a school authority may result in suspension, expulsion and/or arrest. The Board of Education is authorized by law to modify this requirement on a case by case basis.

Employees violating this policy may be subject to disciplinary action up to and including termination of employment.

Anyone violating this policy on possession or use of weapons will be subject to any/all disciplinary action, possible suspension, recommendation for expulsion, and/or arrest. Others in violation of this policy will be reported to law enforcement officials. In the case of possession with intent to threaten or cause bodily harm or property damage, 911 will be called.

This policy does not apply to the following:

- Weapons under the control of law enforcement personnel who are carrying a weapon in the execution of their duties as a law enforcement official.
- Firearms that are registered and handled in a legal manner for the purpose of education.
- Other weapons that are brought on to school premises for the purpose of education.
- All firearms or other weapons brought on to school property for the purpose of education must be pre-approved by the District Administrator or his/her designee.
- Firearms and other weapons used in military activities, sponsored by the state or federal government, when acting in discharge of duties.

Legal Ref.:	WI Statutes 120.12 (26) School Safety Plans
	Section 118.07 School Safety Plans
	Section 118.31 Use of reasonable force to obtain weapon
	Section 120.12 (1) School Board power to set rules of conduct and discipline students: required student suspension and expulsion for firearm possession
	Section 175.60 License to carry a concealed weapon
	Section 941.23 Carrying a concealed weapon
	Section 943.13 Criminal trespass law, includes provisions related to carrying firearms
	Section 948.60 Possession of dangerous weapon under 18 years of age
	Section 948.605 Gun-free schools zones
	Section 948.61 Dangerous weapons other than firearms on school premises

Cross Ref.:      Use of Facilities By Community, 830  
                     Student Code of Conduct, 443  
                     Emergency Response Plan  
                     Relations with Law Enforcement/Human Services Policy, 882.1  
                     Part 1 Section 3: Employee Handbook (Workplace Safety)

Approved: January 17, 2000  
Revised: November 21, 2005  
Approved: January 23, 2006  
Approved: March 27, 2012  
Revised: March 14, 2016  
Approved: June 13, 2016

**SCHOOL BOARD GUIDELINES**  
**School District of Holmen**  
**Holmen, WI 54636**

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### **WEAPONS IN SCHOOLS**

For purposes of this policy “weapons” include, but are not limited to, firearms (whether loaded or unloaded), knives, billy clubs, tasers or similar electronic devices, ammunition, explosives, chemical irritant, look-alike-weapons, and any other device or instrument which, in the manner it is used or intended to be used, could cause death or great bodily harm.

When firearms or other weapons are suspected to be, or are found on school property, the following guidelines shall be used:

Instructor/Staff Procedures:

- A. Notify the building principal or his/her designee and, if necessary, call 911.
- B. If immediate threat of harm, attempt to move students and visitors to safety.
- C. In no immediate danger, and student possesses weapon, or is suspected having a concealed weapon, Building Administrator and police pick student up at classroom or designated area.
- D. Document and file incident report.
- E. File Code of Conduct violation.
- F. If a person(s) other than students have a weapon or are suspected of having a weapon, follow steps A and B above.

School Administrative Procedures:

If there is an immediate threat to the health and safety of others:

- Announce “Lockdown” over the public address system if immediate threat of harm involves a student.
- Confirm call to 911. Give specific entrance to building if possible.
- Proceed to scene.
- Announce “All Clear, All Clear” when situation is under control.
- Determine disciplinary consequences.
- Notify parent/guardian.
- Document and file incident report (police, student file, and District Office).

If no immediate threat of harm:

- Call Police.
- Pick student up at classroom or designated area with police.
- Follow locker search/police interrogation procedures.
- Determine disciplinary consequences.
- Notify parent/guardian.

If weapons incident involves a person(s) other than a student:

- If there is an immediate threat to the safety and health of others, call 911.
- Move students and/or visitors to safety if possible.

Legal Ref.: WI Statutes 120.12 (26) School Safety Plans  
Gun Free Schools Act of 1994

Cross Ref.: Student Search and Seizure, 446  
Student Code of Conduct, 443  
Emergency Response Plan  
Relations with Law Enforcement/Human Services, 882.1

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