

Search and Refusal of Entry Policy

Consent based. Read this before anybody searches anyone.

You have no power to search anyone. A search of a customer is lawful only with their consent, as a condition of entry. If consent is refused, the remedy is refusal of entry, not a search.

Rules

- Searches are conducted only by SIA licensed door supervisors who have been briefed on this policy.
- Signage at the entrance states clearly that entry is subject to search.
- Consent is asked for and must be given. No consent, no entry. No search.
- Searches are conducted by a member of the same sex where at all possible, in view of CCTV, with a second member of staff present.
- The customer empties their own pockets and opens their own bag. Staff do not put hands into pockets or bags.
- Searches must not be selective by race, age or appearance. Use a consistent method such as every customer, or a genuinely random pattern, and record which was used.
- Anything found is secured and recorded on DAP-04. It is never returned and never disposed of by staff.
- Any refusal of entry is recorded with the reason.

Refusal of entry log

Date	Time	Reason for refusal	Description	Door staff	SIA number

Scope and limitations — read before use

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