



## Weapons policy



Date Created:

Date of last review: **NB Policies should be reviewed annually**

### Expected Standards

There are 4 licensing objectives of equal importance:

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm

It is the duty of the [\[manager/Door Supervisor\]](#) to create a safer environment for patrons and staff and uphold the licensing objectives especially in relation to prevention of crime and disorder and public safety when considering offensive weapons.

The legal definition of an offensive weapon is **“any article made or adapted for use for causing injury to the person or intended by the person having it with him for such use by him or by another”**. It is an offence for any person to have in their possession in a public place a bladed or sharply pointed article; a bladed article excludes a folding pocketknife with a blade cutting edge not exceeding 3 inches.

In performing their duties, the [\[Manager/ Door Supervisors\]](#) should prevent patrons entering the premises with any article they consider could be used as a weapon to cause injury to another person. This will include knives of any description; knuckle-dusters, clubs, coshes, any article made with a blade or sharp edge, certain tools such as Stanley knives, wood chisels, scissors and gas sprays, firearms, replica guns, etc.

[\[Door Supervisors/ managers\]](#) should never retain any weapon; all offensive weapons should be transferred immediately to the [\[manager/ another responsible member of staff\]](#) for safe storage in a secure place until they are handed over to the Police and ensure all details are recorded carefully in the [\[incident log/ weapons log\]](#).

### Dissemination of Policy to Staff

[\[Managers/supervisors\]](#) have a responsibility to make known to all existing and new staff (at their induction) the existence of their policy and advise staff what their responsibilities are in relation to it, including where relevant the search and seizure procedures of weapons.

### Prevention of people with weapons from entering the premises

[\[Licensees/ management\]](#) have a duty to prevent people with weapons from entering the premises in order to protect their own staff and other customers.

- Customers should be made aware of venue 'search on entry` policy`.
- The Policy for searching customers for weapons should be advertised widely on [\[ tickets, flyers and displayed prominently in the entrance\]](#).
- Any items found should be stored in a secure storage area and recorded before they are handed to the Police. •

This policy is for guidance only- you must check for accuracy and edit the content & practices to reflect procedures in your venue.

- Arrangements should be made for the Police to collect the items within 24 hours where possible.
- Should the metal detector be activated and the patron refuses to identify the metal object, Door Supervisors should use their judgement and the circumstances to determine if Police need to be notified.

Please sign this document to acknowledge that you have understood your responsibilities in regards to weapons

Date: .....

Trainer's Name: .....

Trainer's Signature: .....

Trainee's Name: .....

Trainee's Signature: .....