



## **POLICY DOCUMENT FRONTPAGE**

**POLICY NAME:** Anti Drugs

**DATE ADOPTED:** September 2017

**DATE GOVERNORS AGREED POLICY:** September 2017

**REVIEW PERIOD:** 3 years

**REVIEW RECORD:** Next review date June 2020



## **ANTI-DRUGS POLICY**

### Purpose

The policy aims to enable students to make informed choices by increasing their knowledge and providing opportunities for them to explore their own and others' attitudes.

To protect the safety and well-being of all students and staff, drugs must not be possessed or bought, sold, or otherwise obtained on school premises or during the school day, including when pupils are on school visits. The policy and procedures apply to all adults working at and for the school. Individual exceptions will be made for students and staff who need to take prescribed medicines.

### Relationship to other policies

This policy relates to the Behaviour for Learning Policy, Teaching and Learning Policy, the Health and Safety and Wellbeing Policy and the Sex and Relationships Policy. This policy also relates to Searching and Confiscation Guidelines (DFE Feb '14).

### Roles and responsibilities of the Headteacher, other staff, Governors

#### The Headteacher will ensure that:

- Senior staff, the Designated Safeguarding Lead and Student Support Leaders have the general responsibility for handling the daily implementation of this policy.
- A planned drug education programme is provided as part of learning in Learning for Life and Science.
- Teachers are provided with training and guidance so that they are confident and skilled to teach drug education and to respond to drug-related incidents.
- Students are aware of the school rules on drugs and of the consequences of breaking them.
- Clear procedures are in place for responding to drug-related incidents.
- Those students who have a concern about drugs are provided with support.
- Sanctions for incidents are consistent with the school's Behaviour for Learning policy.
- The school actively co-operates with other agencies such as community Police, social services, the local authority and health and drug agencies.

#### All staff are expected to:

- Report incidents of drug misuse to the Headteacher.
- Promote positive attitudes towards healthy lifestyles.
- Enable young people to identify sources of appropriate personal support.

#### All teachers are expected to:

- Implement the drug education programme and attend associated training to increase their understanding of the implications and possible consequences of use and misuse.
- Enable students to make healthy, informed choices by increasing knowledge, exploring their own and other people's attitudes and developing and practising personal skills to resist peer group pressure and help friends and relatives involved in drug misuse.
- Provide accurate information about substances.

Students will be expected to:

- Follow the school rule regarding drugs.
- Alert the staff to any drug-related incidents on or around the school site.

Parents/carers will be encouraged to:

- Endorse the school's approach to drugs education
- Work in partnership with the school to overcome the misuse of drugs.

The Governing Body will ensure that its members, especially the Standards and Education Committee, are well-informed about the drug education programme, the potential for drug abuse and how to respond to drug-related incidents. The Headteacher or a designated member of the Leadership Group will report at least once a year to the Standards and Education Committee, on the programme for teaching about drugs, the number and nature of drug-related incidents, and the outcomes of any disciplinary proceedings.

Our curriculum will be taught in the following ways:

1. Through classroom investigation, it will take account of the young people's current level of language and understanding.
2. As part of a spiritual programme of personal, social, moral and health education delivered in Learning for Life lessons, it will build on concepts that the young people already know and understand. It will link with work on safety, relationships and communication skills. Young people will have opportunities to discuss, have challenged and clarify their attitudes and beliefs about drug use.
3. It will be relevant to the backgrounds, cultures, ethnicity and the needs of our young people and will focus on the drug use and surrounding issues most relevant to our young people.
4. It will focus on the relevant situations and the subsequent emotions that influence choice, thinking skills, especially risk assessment and problem solving and interpersonal skills especially assertiveness and the language of assertion.
5. It will offer accurate rather than sensationalised information.
6. Whilst fully exploring the possible consequences of drug misuse, it will avoid "shock/horror" which can serve to glamorise drug use.
7. It will ensure that all young people regardless of background and ability can equally access the programmes of learning.

Our school will work to inform parents in order to ensure that messages about drug misuse are consistent.

Drug education will be monitored and assessed as part of the overall Learning for Life Programme and the science element in accordance with requirements of the National Curriculum.

Use of external contributors to drug education

External contributors should not be used as substitute teachers and should contribute to the broad drug education programme. Any visitor to the school who has unsupervised access to students will be subject to Disclosure and Barring Service checks.

A teacher will always be present in the classroom for the whole of each lesson where external contributors are present. The responsibility for learning always remains with the teacher. All visitors to our classrooms will work to the principles outlined within our policy.

## Procedures

The school is prepared for incidents where drug misuse is a significant or contributory factor in endangering the immediate or long-term safety or welfare of an individual student. Our school is aware of the risks posed to young people by parents, carers or staff members who misuse drugs. Many 'over-the-counter preparations' such as Paracetamol and so called 'legal highs' are potentially lethal if misused. Drug related incidents in schools are extremely rare. The majority of young people who use drugs are 'experimental' or 'recreational users' rather than 'habitual users'. All drug use carries risks, and these should neither be inappropriately exaggerated nor inappropriately minimised. The school's response will be measured and balanced against the extent or nature of the incident. Our aim will always be to engage or re-engage young people with learning.

We deem a drug incident to be within our boundaries of responsibility if it occurs;

- on school premises
- in the immediate vicinity of the school
- on a school trip
- on a residential visit
- on a work experience placement

If a young person is sent home from a school trip related to any aspect of poor behaviour, their parents or carers will be responsible for any additional cost of transport etc. At all other times, all staff still have a duty of care and any student deemed to be at risk will be reported to the Headteacher or the Designated Safeguarding Lead

A young person thought to have misused any substance by intent or by accident will always be treated as a serious medical emergency and medical advice and treatment will be swiftly sought.

The use of recreational drugs (including alcohol) or the bringing of recreational drugs onto the school premises will not be tolerated. The same principle will apply to school trips.

Our school is at all times a 'no smoking establishment'.

All staff have a duty to support young people who approach them with problems related to drug use. Prior to any further investigation any such approach will always be considered as a request for help and a pastoral rather than a disciplinary matter. (See scenario below.)

When dealing with any incident, in priority, staff will consider:

1. Medical support – immediate first aid/ambulance if required, then appropriate referral to health services
2. Immediate safety/welfare support – is the young person "at risk" from their own behaviour or the behaviour of others
3. Pastoral support – counselling and guidance
4. Discipline – as appropriate

All staff will ensure that senior staff are informed swiftly about any such problem. The school, including the grounds, will be regularly checked for signs of drug misuse (including discarded drug

taking equipment). Any possession or use of illegal drugs, the actual supply or the offer to supply illegal drugs on school premises or on school trips will always be reported to the Police.

Vulnerable young people.

Young people living with risk factors associated with future problem drug use will receive ongoing support through the school's pastoral care systems. Their welfare will be subject to regular monitoring.

Involving parents.

As a general principle, parents will always be notified of the school's concern over a drug-related incident. The only exception to this is when the welfare of the young person would be placed in greater jeopardy by this action, in which case the Designated Safeguarding Lead/Deputy Safeguarding Lead will be consulted.

Confidentiality

Whilst every effort should be made to enable constructive dialogue to take place between young people requiring support and school staff, no staff member can or should offer confidentiality, as per our Child Protection policy.

Teachers must be able to honour their professional responsibilities in relation to:

- Safeguarding
- Co-operating with a Police investigation
- Referral to external services

Incident Management

The three principal areas of difficulty with drug use are:

1. Health difficulties – long term damage to health (e.g. tobacco) or a sudden catastrophic incident (e.g. solvent) – many substances can have both effects (e.g. alcohol):
2. Social/financial difficulties – conflict with parents, education etc:
3. Legal difficulties – some drug use is illegal and this can effect freedom, career and travel.

Staff have a professional duty to investigate and take appropriate action, either individually or by referral if they have reason to believe that any young person is at risk. The school has a legal duty to ensure that illegal drug use or the making or supply of controlled drugs does not take place on our premises or on school trips. School staff may take possession of an unknown substance, placing it securely in the school safe. The law states:

*“if a person took possession of a drug to prevent another committing an offence or continuing to commit an offence and then took speedy action to destroy the drug or hand it to an authorised person, this shall be a defence to the charge, of possessing a controlled drug”.*

*Sec 5 Misuse of Drugs Act 1971*

## **SCENARIOS**

**a. Drugs or equipment are discovered on the school premises. Staff are required to:**

1. Take possession and store securely in the school safe
2. Inform a member of staff immediately
3. A senior staff member will seek Police advice re-identification of substance and safe disposal

In the event of a syringe being found it will be placed in a safe container (screw top coffee jar) and placed in a safe location prior to safe disposal (e.g. medical disposal box) – under no circumstances will a used syringe be placed in a waste bin.

**b. A student is found in possession of drugs. Staff are required to:**

1. Take possession of the substance and store securely in the school safe;
2. Inform a senior member of staff immediately;
3. A senior member of staff will seek advice from Police re-identification of substance and safe disposal;
4. Inform the parents or carers, if appropriate. (See “involving parents”).

**c. A student is thought to be in possession of a drug. Staff are required to:**

1. Isolate the student from peers and supervise at all times;
2. Inform a senior member of staff immediately;
3. A senior member of staff will inform the Police
4. A senior member of staff will inform parents or carers, if appropriate.

The school reserves the right to search the student, their bag and locker if they are suspected of being in the possession of drugs; if the young person refuses, the student will be isolated until advice has been sought from the Police, and the search may then be undertaken by a Police Officer.

**d. A member of staff suspects a pupil is under the influence of a drug**

Staff will never treat intoxication lightly. The effect of any drug (including alcohol) on a young person can be highly unpredictable. Intoxication or a suspected overdose (even if the young person appears fit and well) will always be deemed a medical emergency. Under no circumstances will an intoxicated young person be disciplined until medical advice has been sought. Intoxication from solvent can be lethal if the young person is suddenly shocked or alarmed. The unpleasant (even horrific) effects of psychedelic drugs can be exacerbated by disciplinary actions with potentially catastrophic results.

Staff are required to:

1. Seek medical advice (999 – if urgent);
2. Perform appropriate first aid measures, if they are qualified to do so or seek assistance from a qualified first aider;
3. Keep the young person as calm as possible;
4. Inform a senior member of staff;
5. Ensure no other pupils are at risk (if appropriate call an emergency whole school registration);
6. Inform parents or carers if appropriate;
7. Inform child protection, if child is “at risk”
8. Inform Police, if appropriate.

**e. A student discloses that they are using drugs. Staff are required to:**

1. Inform a senior member of staff who will;
2. Inform child protection staff if the child is “at risk”;
3. Inform parents or carers if appropriate;
4. Seek advice from Community Drugs and Alcohol Team or EYPDAS (Essex Young Peoples Drugs and Alcohol Services) and if appropriate refer to the Family Operations Hub (FOH).

**f. Student discloses that their parents or carers misuse/supply drugs. Staff are required to:**

1. Inform a senior member of staff;
2. Inform child protection staff, if the child is “at risk”;
3. Retain the child and notify senior staff if a parent collecting a child from school (especially by car) appears intoxicated, (if unable to retain the child – telephone 999 and inform Police).

**g. The school discovers that a student is suspected of dealing drugs in the school. Staff are required to: (see above on “a pupil thought to be in possession of drugs”).**

1. Inform a senior member of staff immediately;
2. Inform Police;
3. Secure as much evidence as possible in the school safe;
4. Work with Police to construct an action plan.

**h. Parents or carers under the influence of drugs on school premises**

The focus of action will be to maintain the welfare of the child. If a parent is violent or abusive they will be asked to leave the premises. No member of staff will place themselves or a young person at risk. If necessary the Police will be informed.

If the parent or carer is collecting the child and the welfare of the child is deemed to be at risk, the child will be retained on school premises, senior staff will be informed and the school will consider whether to invoke child protection procedures or call the Police.

**i. Sharps or needle-stick injuries**

Some young people will encounter the use of injecting equipment in their community. Although the curriculum should include work on safety and emphasise the importance of not touching any suspicious sharp or dirty object, curiosity or simple accident may still result in a needle stick injury. If this should happen or even if it is suspected that it might have happened it is vital that the following protocol is followed.

Immediately encourage the wound to bleed and wash thoroughly with hot soapy water.

- Do not suck or allow the child to suck the wound.
- Dress wound as normal.
- A senior member of staff will immediately contact the parents or carers if appropriate.
- Medical attention should be sought as a matter of extreme urgency because Hepatitis B requires the treatment to be started within 24 hours of exposure.

NHS 111 can give advice

### Monitoring and record keeping

We will record all drug related incidents. Only factual information will be recorded. The school will follow up drug related incidents in order to monitor progress.

### Discipline

The majority of young people who misuse drugs are experimenting with them. This behaviour is still potentially dangerous and young people must understand that the possession, use of illegal drugs and the misuse of any substance in all circumstances is inappropriate.

Young people need to understand that the school will try to support anyone who voluntarily seeks our help with drugs related problems.

They also need to know clearly that bringing drugs into school or on school visits for any purpose will be dealt with severely; as will using the school or educational visits to make deals for the supply of illegal drugs.

As a general principle, young people who are found in possession of, or have been supplying drugs will be suspended from school for up to five days in the first instance, to allow a thorough investigation to take place. During or immediately following this suspension a meeting will be held to decide the most appropriate action, once the Headteacher and senior staff have reviewed all of the evidence.

It is our policy;

- That young people who bring drugs (e.g. tobacco, alcohol or solvent) to school will be disciplined and their parents informed;
- That young people who knowingly bring illegal drugs into school will be reported to the Police;
- That young people who are found in possession of illegal drugs will be reported to the Police (unless in exceptional circumstances e.g. where a young person has been coerced or bullied in to carrying a substance).

The principal goal of the school will be to attempt to re-establish a working relationship with young people who are sanctioned for drug related issues, if appropriate, but the school reserves the right, to exclude permanently a young person who through their behaviour is placing themselves, other young people or staff at risk. In this case the reason for the exclusion will be the endangerment to themselves or others caused by their actual behaviour rather than their drug use per se.

### Media

All media involvement will only be dealt with by the Headteacher of the school or the member of staff designated by the Headteacher.