



## Drugs Policy

Responsible Staff Member	RRC
Committee to Review	Learning and Progress
Ratification date by FGB	Spring 2020
Review Due	Spring 2021

The aim of this policy is to acknowledge and clarify the school's role in drug prevention and education and ensure it is appropriate to students' needs. The policy provides information and guidance about drug education, as well as procedures to respond to any drug-related incident, for students, teachers, support-staff and outside agencies or individuals.

The policy aims to ensure that the approach taken on the issue of drugs is a whole-school one and is part of our commitment to, and concern for, the health and well-being of the whole school community. Staff will need to be confident and skilled to teach drug education and students need to receive up to date, relevant and accurate information as well as support.

This policy aims to make clear procedures for responding to and managing drug-related incidents. Sanctions for incidents will be consistent with the school's behaviour policy. This policy should also be read in conjunction with the health and safety/smoking policy, and behaviour policy. As a matter of course, all staff, parents/carers and students are reminded of this policy on an annual basis. This policy applies at all times to the school premises, school transport as well as school visits/trips/fieldwork/residentials etc.

The policy is informed by DfE and ACPO drugs advice for schools. Taverham High School actively seeks to provide an environment where all members of the community are safe from harm. As such, the school takes a robust approach to any individual or group that violates our behaviour, drugs or anti-bullying policies. This is a school where human rights are respected; as such the responsibility to maintain high standards of behaviour lies with all members of Taverham High School community. The school acknowledges its legal duties under the Equalities Act 2010 in relation to all protected groups including SEND (Special Educational Needs and Disabilities) and will always take their circumstances into account. It is our aim to help all students to be able to take their place safely in a world where a wide range of drugs exist.

**Definition:** “Drugs” are taken here to mean those that are legal, such as alcohol, tobacco and solvents, over the counter and prescribed drugs and illegal drugs such as cannabis, ecstasy, amphetamines, heroin, crack/cocaine, LSD etc

The school believes that the possession and or use of such drugs in school, during the school day or while travelling to/from school is inappropriate. The drugs/substances covered by this policy are not to be bought, sold or otherwise exchanged or brought onto school premises during the school day, or while pupils are on school visits. Individual exceptions may be made for pupils who require prescription medicines where appropriate. See Appendix B of the Drugs Policy. Disciplinary action referred to in Appendix B to include fixed term External Exclusion and Permanent Exclusion.

**Drugs on school premises** The legal definition of school premises includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles, boats, marquees or any venue managed by the school at the time e.g. premises of a school trip or visit.

- **Medicines**

The school has a policy/procedure for the administration of medicines that must be followed for everyone’s safety. We follow procedures in line with Section 100 of the Children and Families Act 2014. Please refer to our

**Medical Conditions Policy**

- **Alcohol**

No alcohol may be brought on to school premises or consumed during the course of a school day. (The exception to this is gifts by staff to staff which must be kept locked in a secure location or afterschool fund-raising events organised by the school). Any adult (or staff, students, parents, carers and visitors) under the effects of alcohol will be asked to leave the premises and return at a later date for the safety of the whole school. Parents will be asked to remove their children from the school and will be encouraged to seek immediate medical support.

- **Smoking**

School premises are a no smoking site at all times. Students are not permitted to bring to school smoking materials, including matches and lighters. In the interests of health and safety, should a student be found in possession of any of these on school premises, they will be confiscated and parents informed. Smoking on or within 200m of the school premises will result in a sanction in line with the school’s Behaviour Policy. This also applies to “vaping” and the use of electronic cigarettes.

- **Illegal drugs and “psychoactive substances”**

No illegal drugs, new psychoactive substances or Drugs Paraphernalia are allowed to be brought on to or used on school premises. Bringing any such items onto school premises is considered a serious breach of this drugs

policy. Seeking to influence or glamorise illegal drug use or the use of psychoactive substances either in person on school premises or via social networking sites is also considered a serious breach of this drugs policy.

#### ● **Solvents**

The school will ensure that potentially hazardous substances it authorises are stored safely, and students will be supervised if it is necessary that they come into contact with them in the course of their work. Students are not permitted to be in possession of solvents. Bringing solvents or hazardous substances onto school premises is considered a serious breach of this drugs policy.

#### **Responses to possible drug related incidents**

A drug incident may be any of the following:

- Finding drugs, or related paraphernalia, on school premises
- Possession of drugs by an individual on school premises
- Use of drugs by an individual on school premises
- Supply of drugs on school premises
- Individuals disclosing information about their drug use
- Student reports of parents, staff or students using drugs
- Hiding drugs in or around the school premises for later collection (by themselves or by third parties)
- Glamourising or encouraging the use of drugs and other substances

Any response to drug related incidents needs to balance the needs of the individual student concerned with the wider school community. See section below **Implementation of the policy**

Exclusion from school is not an automatic response to a drug incident but permanent exclusion is considered in serious cases where:

- There is a serious breach or persistent breaches of our Drugs and/or Behaviour Policies and
  - Allowing a student to remain at Taverham High School would seriously harm the education, safety or welfare of the student or others in the school.

A member of the SLT will (normally) be responsible for co-ordinating the management of drug-related incidents, offering sources of support and liaising with outside agencies. Incidents will be dealt with after making an assessment of the situation and will be reported to the Headteacher. All incidents and responses will be recorded within 24 hours.

#### **Drug Misuse outside the school premises**

In line with Behaviour & Discipline in Schools (January 2016) the school may impose sanctions on a student for misusing drugs outside schools when students are:

- taking part in any school-organised or school-related activity or
- travelling to or from school or
- in some way identifiable as a student at the school.

The school may also impose sanctions on a student for misusing drugs at any time, whether or not the conditions above apply, if the misuse:

- could have repercussions for the orderly running of the school or

- poses a threat to another student or member of the public or
- could adversely affect the reputation of the school.

### **Individuals in possession of drugs**

If any student or adult on school premises is found in possession of an unauthorised drug it will be confiscated, if possible. If the drug is suspected to be illegal, the school will contact a police officer for discussion and advice. Illegal substances will be handed to the police to be legally destroyed as soon as possible and not stored. Parents and Carers will be informed (unless for safeguarding reasons this is not in the best interests of the student) and other professionals such as the local authority, Young Offenders Service, Matthew Project, Police, GP, Social Services will be informed or consulted as appropriate.

### **Confidentiality**

Taverham High School will always seek to work with parents and carers when information or allegations of drug use are made. There may be occasions when, for safeguarding reasons, this may not be appropriate (please refer to our Child Protection for more information on this).

Complete confidentiality can never be promised to a student though information given in confidence will not generally be disclosed to anyone else. In particular if a student chooses to disclose that they are using a drug without medical authorisation, this information will not be used against them. However, action will be taken to try to ensure the student comes to no serious harm if this is considered a risk. Regarding disclosures staff will follow the advice given in the Child Protection policy, and at the annual safeguarding training.

### **Support for students**

At our school the welfare of the student is paramount, and intervention will be made if the school feels a student is showing signs which indicate particular risks of, or from, involvement with drugs, whether their own or the involvement of their parents'/carers'. We believe that early intervention, where possible, is significant. Such interventions may include:

- Support and advice in school (Student Support, Head of Year, Behaviour Lead or Deputy Head for Behaviour and Safeguarding, Tutor, and Attendance Lead)
- Referral to specialist outside agencies for support, e.g. Matthew Project
- Working with the Police

### **Right to Search**

In line with recent legislation designated staff at Taverham High School reserve the right to search students if they have reason to believe that they are carrying offensive weapons, drugs, illegal substances or anything that is illegal or dangerous. Similarly, students can expect to be physically restrained if they present a danger to themselves or other members of the community.

Bag and Clothing searches will be carried out by Heads of Year, the Behaviour Lead, Student Support or members of the Senior Leadership Team. Parents and Carers may be informed when this has happened. If inappropriate articles are brought into school or used inappropriately they may be confiscated and kept in the school safe for collection by Parents and

Carers at the end of the day. If these items are dangerous or illegal they will be handed to the Police for safe disposal.

Taverham High School works closely with the local Police. If students are involved with any activity which breaks the law the police may be involved in the confiscation of items, unless there are reasons why this should not be the case. Support will also be offered through the Police, Student Support and the Matthew Project. Parents and Carers will always be informed when the police are involved and given the opportunity to attend any interviews. Similarly, the police will be involved if any student is suspected of having contact with an illegal substance. This includes possession, using or dealing. In such cases, the police will decide what course of legal action, if any, should be taken.

**Implementation of the policy: In incidents involving substance misuse or supply on the premises/during the school day, and following discussion with the pupil and staff, action will proceed as follows.** It should be noted here that, when dealing with drug-related incidents, the school has adopted the procedures as laid out in current government guidance and that all staff, parents/carers and pupils will be reminded of these procedures on an annual basis.

- Any medical emergencies will be dealt with as per **Taverham High School Medical Policy**.
- The school will consider each incident individually and will employ a range of responses to deal with each incident. Specific cases will be managed as per **Appendix B**.
- In cases of substance use/misuse or supply on the premises, during the school day or during schools visits etc, the case will be discussed with the young person and a written records taken (**see Appendix A**); parents/carers will be informed by the head teacher as soon as possible
- The governing body will be involved in drug-related incidents as they are concerning other matters relating to the school.
- The head teacher will take responsibility for liaison with the media, where required. Additional support and advice is available from the School Drugs Adviser and LA Communication Officer-Education

All staff, parents/carers and young people will be informed and reminded of this policy, its procedures and implications, on a regular basis.

**APPENDIX A:** Record of drug-related situation

**APPENDIX B:** Responding to incidents involving drugs

**Drug Education:** The school provides a planned drug education curriculum through the following:

(i) The National Curriculum science order outlines the content of the *statutory* drugs education:

- Key Stage 3: 11-14 year olds should be taught that the body's natural defences may be enhanced by immunisation; and how smoking affects lung structure and gas exchange

- Key Stage 4: 14-16 year olds should be taught to explain the effect of lifestyle factors including diet, alcohol and smoking on the incidence of non-communicable diseases at local, national and global levels.

(ii) PSHE reflects other discretionary topics (see QCA schemes of work etc) that reflect knowledge, understanding, attitudes and social skills: this will:

- Enable pupils to make healthy, informed choices
- Promote positive attitudes to healthy lifestyles
- Provide accurate information about substances
- Increase understanding about the implications and possible consequences of use and misuse
- Widen understanding about related health and social issues
- Enable young people to identify sources of appropriate advice and personal support

The content of the Drug Education programme will be based on Appendix 2 of ***Drugs: guidance for schools***. Full details can be found in the school PSHE and Citizenship policies.

On the whole, it will be teachers who will teach drug education but, where appropriate, outside visitors may make a contribution. Such visitors should be used in a planned way and their contributions evaluated. Teachers will have access to on-going advice, support and training as part of their own professional development. The school actively cooperates with agencies such as the LA, police, health and drug agencies.

**Statutory duty of the school:** The head teacher takes overall responsibility for the policy and its implementation, for liaison with the governing body, parents, LA and appropriate outside agencies. The head teacher will ensure that all staff dealing with substance issues are adequately supported and trained.

A school cannot knowingly allow its premises to be used for the production or supply of any controlled drug (e.g. the preparation of, or smoking of cannabis). Where it is suspected that substances are being sold on the premises, details regarding those involved, as well as any other relevant information, will be passed to the police.

### Useful Organisations

- **ADFAM** offers information to families of drug and alcohol users, and the website has a database of local family support services. Tel: 020 3817 9410 Email: [admin@adfam.org.uk](mailto:admin@adfam.org.uk) Website: [www.adfam.org.uk](http://www.adfam.org.uk)
- **Alcohol Change uk** works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems Tel: 020 3907 8480 Email: [contact@alcoholchange.org.uk](mailto:contact@alcoholchange.org.uk) Website: [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)

- **ASH (Action on Smoking and Health)** A campaigning public health charity aiming to reduce the health problems caused by tobacco. Tel: 020 7404 0242 Email: enquiries@ash.org.uk Website: <http://ash.org.uk> Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people. Tel: 01206 714 650 (general queries only) Email: info@coramclc.org.uk Website: [www.childrenslegalcentre.com](http://www.childrenslegalcentre.com)
- **Children's Rights Alliance for England** - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child. Email: info@crae.org.uk Website: [www.crae.org.uk](http://www.crae.org.uk)
- **Drinkaware** - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm. Tel: 020 7766 9900 Website: [www.drinkaware.co.uk](http://www.drinkaware.co.uk)
- **Drinkline** - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking. Tel: 0300 123 1110 (lines are open 24 hours a day)
- **Drugwise** is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service.
- **DrugScope** also hosts the Drug Education Practitioners Forum. Tel: 020 7520 7550 Email: info@drugscope.org.uk Website: [www.drugwise.org.uk](http://www.drugwise.org.uk)
- **FRANK** is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs. 24 Hour Helpline: 0300 123 6600 Email: frank@talktofrank.com; Website: [www.talktofrank.com](http://www.talktofrank.com)
- **The Matthew Project** Supporting children and adults across Norfolk, Suffolk and Essex, with issues around substance misuse and well-being. Tel: 01603 626123 Email: [enquiries@matthewproject.org](mailto:enquiries@matthewproject.org) ; Website: [www.matthewproject.org](http://www.matthewproject.org)
- **Mentor UK** is a non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives. Tel: 020 963 2751. Email admin@mentoruk.org Website: <https://mentoruk.org.uk/>
- **National Children's Bureau** promotes the interests and well-being of all children and young people across every aspect of their lives. Tel: 020 7843 6000 Website: [www.ncb.org.uk](http://www.ncb.org.uk)
- **Family Lives** - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects. Tel: 0808 800 2222 Website: [www.familylives.org.uk](http://www.familylives.org.uk)
- **Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse)** A national charity providing information for teachers, other professionals, parents and young people. Text: 07496 959930 Information line: 01785 810762. Email: info@re-solv.org Website: [www.re-solv.org](http://www.re-solv.org)

- **Smokefree** - NHS Smoking Helpline: 0300 123 1044; Website: <https://www.nhs.uk/smokefree>
- **Stars National Initiative** offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse. Website: [www.childrenssociety.org.uk](http://www.childrenssociety.org.uk)
- **Youth Offending Teams** – Local Youth Offending Teams are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to prevent offending by young people under the age of 18. Website: <https://www.gov.uk/youth-offending-team>