



# DRUG AND SUBSTANCE ABUSE POLICY

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|----------------------------|--------------------|----------------------------|------------------------------------------------------------------|
| <b>Status</b>              | Approved           | <b>Approval</b>            | Full Governing Body                                              |
| <b>Maintenance</b>         | CSIP Committee     | <b>Role(s) responsible</b> | Deputy Headteacher                                               |
| <b>Date Effective</b>      | March 2017         | <b>Date of last review</b> | July 2025                                                        |
| <b>Date of next review</b> | September 2026     | <b>Date withdrawn</b>      | Not withdrawn.                                                   |
| <b>Lead Professional</b>   | Deputy Headteacher | <b>Location of policy</b>  | <a href="http://www.coltonhills.co.uk">www.coltonhills.co.uk</a> |

## COLTON HILLS COMMUNITY SCHOOL

### Rationale

The majority of young people of school-age have never used an illegal drug. There are complex motivations behind a young person's decision to first experiment with alcohol, tobacco, volatile substances or illegal drugs. However, very few of those who experiment with illegal drugs will go on to become problem drug users.

Most young people will at some stage be occasional users of drugs for medicinal purposes and many will try tobacco or alcohol. Some will continue to use alcohol and tobacco on a regular basis into their adult lives.

All students including those in primary schools, are likely to be exposed to the effects and influences of drugs in the wider community and be increasingly exposed to opportunities to try both legal and illegal drugs.

Every school, therefore, has a responsibility to consider its response to drugs.

(Department for Education and the Association of Chief Police Officers Drug Advice for Schools – Jan 2012)

### Definitions of Terminology

The definition of a drug given by the United Nations Office on Drugs and Crime is:

*"A substance people take to change the way they feel, think or behave".*

The term 'drugs' and 'drug education', unless otherwise stated, are used throughout this document to refer to all drugs:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- All legal drugs, including alcohol, tobacco, volatile substances (those giving off a gas or vapour which can be inhaled), khat and alkyl nitrates (known as poppers)
- All over the counter and prescription medicines

### Purpose of the Drug Policy

The purpose of this policy is to:

- Clarify the legal requirements and responsibilities of the school.
- Reinforce and safeguard the health and safety of pupils and others who use the school.
- Clarify the school's approach to drugs for all staff, pupils, governors parents/carers, external agencies and the wider community.
- Give guidance on developing, implementing and monitoring the drug education programme.
- Enable staff to manage drug related incidents on school premises with confidence and consistency, and in the best interests of those involved.



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- Ensure that the response to incidents involving drugs complements the overall approach to drug education and the values and ethos of the school.
- Provide a basis for evaluating the effectiveness of the school drug education programme and the management of incidents involving illegal and other unauthorised drugs.
- Reinforce the role of the school in contributing to local and national strategies.

## **To whom does this policy apply?**

The policy applies to all members of the school community, including parents/carers, governors, visitors, contractors and partner agencies working with the school.

The school boundaries to which the policy applies include the school premises and perimeters and extends to journeys in school time, work experience and off-site visits, residential trips and courses at alternative providers. Students must not bring controlled drugs, cigarettes or alcohol onto the school site at any time.

## **School Ethos Relating to Drugs and Health**

The school is committed to ensuring that students are given the knowledge, skills and understanding to live a productive and healthy lifestyle. Drugs education is a vital element in allowing pupils to achieve overall health and well being.

Drug education is therefore an integral part of our Lifeskills/PSHEE programme. In addition, the school responds to all drug related incidents in a planned and professional manner to ensure we protect all members of the school community.

The school also monitors drug related incidents to ensure they are followed up and dealt with in an appropriate way.

The school takes the position of possession, use or supply of illegal and other unauthorised drugs within the school boundary very seriously.

The school's first concern in managing drugs is the health and safety of the school community and meeting the pastoral needs of pupils.

The school will secure appropriate support and advice by contacting external agencies such as the MASH Team to support drug related issues.

Within the curriculum we will enable pupils to explore their own and other peoples' attitudes towards drugs, drug use and drug users, including challenging stereotypes, and exploring media and social influences.

## **The role of Governors**

The role of the school's governing body relating to this policy is to consider and if necessary, modify the policy to ensure it meets the needs of the whole school community and the changing social climate. The governing body also forms part of the review process. The governing body will also be part of any disciplinary proceedings relating to case conferences called or appeals against exclusions for drug related incidents.



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## Drug Education within the Curriculum

Drug Education is a major component of drug prevention and is an important aspect of the School curriculum. It aims to provide opportunities for students to develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of a healthy lifestyle, relating to this to their own and others' actions. Drugs education, other than that which forms part of the National Curriculum, is provided through the programme of Personal, Social and Health Economic Education (PSHEE), Physical Education, Religious Studies, Science and through the pastoral work of the school. The Assembly programme and outside speakers also supplement this.

## Management of Incidents

### Relevant staff and roles

The Lead professional with responsibility for drug related incidents will be the Headteacher. All drug related incidents will be reported to the Lead professional who will be responsible for co-ordinating the most appropriate response.

### Responsibility of all Staff

If a member of staff suspects a student is involved with a drug incident, they are to contact a member of SLT immediately who will deal with the situation. A priority should be placed on safety, meeting any medical emergencies with first aid and summoning appropriate help before addressing further issues.

A **Drug Incident** is one which involves suspicions, observations, disclosures or discoveries of situations involving illegal and other unauthorised drugs. They could fit into the following categories:

- Drugs or associated paraphernalia are found on the school premises.
- A student demonstrates, perhaps through actions or play, inappropriate level of knowledge of drugs for their age.
- A student is found in possession of drugs or associated paraphernalia
- A student is found to be supplying drugs on the school premises
- A student, parent or carer or staff member is thought to be under the influence of alcohol or drugs.
- A staff member has information that the illegitimate sale or supply of drugs is taking place in the local area
- A student discloses that they or a family member/friend are misusing drugs.

Parents or carers will be informed about a drug incident, unless this would jeopardise the safety of the student. If the Headteacher or Deputy, in consultation with the lead professionals, deems the case to be a Child Protection issue then the guidelines set out in the Child Protection Policy will be followed. In all cases the police will be contacted.

## Searching

Searching with consent:

- Designated school staff, who have received training, can search students with their consent for any item.
- Staff are not required to have formal written consent from the student – it is enough for the member of staff to ask the student to turn out his/her pockets or if the member of staff can look in the student's bag and for the student to agree.



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- Searches will be conducted in such a way to minimise potential embarrassment or distress.
- Schools are not required to inform parents before a search takes place or to seek consent to search their child.
- After any search involving students, parents or carers will normally be contacted by the school regardless of whether the result of the search is positive or negative.

## Searching without consent:

- The Headteacher has the statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil has illegal drugs, tobacco, cigarette papers or alcohol.
- A second adult witness should always be present.
- The Headteacher authorises designated staff to search students for illegal drugs, tobacco, cigarette papers or alcohol
- The Headteacher and the Senior Leadership Team can seize any item, however found, which they consider harmful or detrimental to School discipline.
- Searches without consent can only be carried out on the School premises or, if elsewhere, where the member of staff has lawful control or charge of the student, for example on School trips in England or in training settings.
- The powers only apply in England.

Schools are not required to inform parents before a search takes place or to seek consent to search their child.

- After any search involving students, parents/carers will normally be contacted by the School regardless of whether the result of the search is positive or negative.
- Should a member of staff be on a school trip and suspect a student is in possession of illegal drugs, tobacco, cigarette papers or alcohol a member of the Senior Leadership team should be contacted immediately for further advice.

## **Taking Temporary Possession and Disposing of Suspected Illegal Drugs**

In taking temporary possession and disposing of suspected illegal drugs staff will:

- ensure that a second adult witness is present throughout.
- seal the sample in a plastic bag and include details of the date and time of the seizure/find and witness present;
- store it in a secure location;
- without delay ask a member of the Senior Leadership Team to notify the police, who will be asked to collect it and then store or dispose of it. The law does not require the school to divulge to the police the name of the student from whom the drugs were taken but in the case of an illegal drug will normally do so.
- record full details of the incident, including any notes of any discussions with students. These should include date, time, place and people present. The police incident reference number should also be included.
- inform parents/carers, unless this is not in the best interests of the student.



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## **Involvement of Parents/Carers/Visitors**

In any incident involving illegal and other unauthorised drugs the school will normally involve the child's parents/carers and explain how they intend to respond to the incident and to the student's needs. Where the School suspects that to do this might put the child's safety at risk or if there is any other cause for concern for the child's safety at home, then the school will exercise caution when considering involving parents/carers. In any situation where a student may need protection from the possibility of abuse, the School's Designated Safeguarding Lead (DSL) should be consulted and local child protection procedures followed.

Parents/carers are encouraged to approach the school if they are concerned about any issue related to drugs and their child and the school will refer parents/carers to other sources of help, for example, specialist drug agencies or family support groups as required.

## **Managing Visitors to the School Under the Influence of Drugs and Alcohol**

If a visitor to the school is suspected of being under the influence of drugs or alcohol on the school premises, staff should maintain a calm atmosphere and call for a member of SLT, to speak to the visitor and escort them off site. The SLT member should then contact the police. Should staff be concerned about discharging a student into the care of a parent/carers under the influence of drugs or alcohol, a member of the SLT should be informed immediately. The school will attempt to make alternative arrangements for the care of the student (e.g., with another parent, relative or carer). Should the concerns be more serious, the school will invoke child protection procedures and/or enlist the help of the police.

## **Managing Staff Under the Influence of Drugs/Alcohol at School**

Staff have a duty of care to inform a member of SLT if they have concerns about another staff member; this will then be dealt with by the Headteacher or a Deputy Headteacher. Necessary support and any sanctions will be applied.

## **School Sanctions**

It will remain the responsibility of the Headteacher to investigate Drugs Related Incidents. The Headteacher will normally suspend any student found to be involved in drug related incidents.

Some responses may serve to enforce and reinforce school rules. Any sanction should always be justifiable in terms of:

- The seriousness of the incident
- The identified needs of the student
- Consistency with published school rules, codes and expectations
- Consistency with disciplinary actions for breaches of other school rules (such as theft, violence, bullying).