



Integrity, Fellowship and Endeavour

MISUSE OF SUBSTANCES POLICY

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Status:	Recommended

1. PURPOSE

- 1.1. This policy gives guidance to staff, governors, parents and pupils on the school's view of drugs, cigarettes (including e-cigarettes) and substance misuse education. It sets out how substance misuse related incidents are managed and the rules relating to controlled substances in school. This policy emphasises the school's pastoral and proactive role to drug education.
- 1.2. Education has an important role to play to help reduce the harm from drugs, in drug prevention and in helping those who misuse drugs. In developing the policy the school has considered its legal responsibility, the needs of pupils, teachers, governors, parents and the local community.

2. RELATIONSHIP TO OTHER POLICIES

- 2.1. This policy should be read in conjunction with the Personal, Social and Health Education (PSHE) scheme of learning.
- 2.2. Other documents that are directly or indirectly relevant to this policy are the school's Behaviour and Exclusion Policy, Confidentiality Policy, Safeguarding Children Policy, Medical Policy, Data Protection Policy, Trips and Visits Policy and Sex and Relationships Policy.

3. SCOPE, PRINCIPLES AND DEFINITIONS

- 3.1. This policy is concerned with:
 - 3.1.1. regulated drugs such as alcohol, solvents and tobacco (including e-cigarettes or 'vapes')
 - 3.1.2. other psychoactive substances (so called 'legal highs')
 - 3.1.3. illegal drugs, for example ecstasy and cannabis
 - 3.1.4. the misuse of prescribed and over the counter medicines

Any reference in this policy to "drugs" includes, but is not exclusively a reference to, the above. This policy is not concerned with the legal and appropriate use of prescribed and over the counter medication; these are dealt with in the Medical Conditions Policy.

3.2. The use of drugs on school premises:

- 3.2.1. The school is committed to promoting the health and safety of pupils and therefore the possession or use of drugs covered by this policy, as well as drug related paraphernalia, are prohibited and must not be brought to, sold, passed on, used, or obtained on the school premises. Any breach of this prohibition will result in sanctions, which may include permanent exclusion for serious or repeated offences.

- 3.2.2. If a pupil needs to take prescribed, or over the counter medication, during the school day this is covered by the school's Medical Conditions policy.

3.3. The use of drugs off school premises:

- 3.3.1. This policy also applies to pupils outside school on any organised or school related activity, travelling to or from school, at any time when a pupil is wearing school uniform or in some other way identifiable as a pupil at the school. Further reference to this is covered in the school's Behaviour Policy.

4. DRUG EDUCATION

- 4.1. The school provides a drug education programme for all pupils as part of PSHE and through the Science curriculum. A structured programme of drug education aims to reduce the harm from drugs by:
 - 4.1.1 providing accurate information about different drug use and related issues
 - 4.1.2 increasing understanding about drugs and why people take drugs
 - 4.1.3 helping pupils to build their self-esteem and confidence and develop skills to cope in situations where drugs are available
 - 4.1.4 providing opportunities for pupils to explore their own and other people's attitudes toward drugs and drug users
 - 4.1.5 helping pupils make informed decisions about the use of drugs
- 4.2 Pupils will be informed of this policy in the course of their PSHE in years 7-11, PD sessions in 6th form and through the 6th form speaker's programme.

5. CONFIDENTIALITY

- 5.1. Pupils may need to talk in confidence to a member of staff about a drug related problem. The welfare of pupils is always the school's highest priority. However, teachers will not be able to promise confidentiality because of legal and child protection issues. Reporting and recording information about a pupil in relation to drugs will follow the same procedures as apply to other sensitive information. Certain key people, including the Tutor, Head of Year and members of the Senior Leadership Team will have information shared with them.
- 5.2. If an exclusion is sanctioned then there may be involvement of a member of the governing board. See the Behaviour and Exclusions Policy for more details.
- 5.3. All incidents are recorded and kept confidentially. At all times the sharing of such information will be in accordance with the school's obligations under the Data Protection

Act 2018 and the school's Data Protection Policy.

6. RESPONDING TO DRUG-RELATED INCIDENTS

- 6.1. The Staff Behaviour and Attendance handbook details guidance and advice on how staff should approach incidents involving drugs.
- 6.2. In every situation where there are reasonable grounds for the school to consider that there has been a breach of this policy the following principles will apply:
 - 6.2.1. The pupil will be approached and any drug or drug related paraphernalia will be confiscated.
 - 6.2.2. Under the circumstances outlined in the school's Behaviour and Exclusion Policy, a member of staff has the right to search and/or confiscate any prohibited items.
 - 6.2.3. The senior member of staff on duty will be informed and pupils present will be questioned.
 - 6.2.4. The involvement of the Designated Safeguarding Lead will be considered.

6.3. Involvement of Parents:

- 6.3.1. Parents and carers will always be contacted if their child has consumed, or is in the possession of drugs or associated drug related paraphernalia in breach of this policy.
- 6.3.2. The pastoral team will work with parents and carers to explore appropriate counselling or guidance from local drug support agencies or charities.
- 6.3.3. The school recognises the important part parents and carers play in educating their children about drugs. Parents and carers can have access to the drug education curriculum on request and have an opportunity to raise any concerns.

6.4. Police Involvement:

- 6.4.1. In most cases any sanction related to breach of the rules laid down in this policy is likely to be a school and not a police matter. Under the Misuse of Drugs Act 1971 it is an offence to possess or supply illegal drugs; however the act allows individuals to take possession of an illegal drug in order to prevent someone else committing an offence, providing they either hand it to the police or destroy it immediately.
- 6.4.2. The school has strong links with the community police and it is the general practice of the school to hand any illegal drug to the police, in line with the school's Behaviour and Exclusion Policy.

7. SANCTIONS

- 7.1 Any breach of the school rules on drugs will result in a sanction in accordance with the

school's Behaviour and Exclusion Policy for all year groups including 6th form. The school uses a variety of sanctions, for example including loss of free time, detention, community service, and fixed and permanent exclusions, depending on the context, nature and degree of the breach.

- 7.2 For a serious breach of this policy (for example consumption and or supply of drugs), a permanent exclusion will always be considered.
- 7.3 The school's response to a drug related incident may include both a disciplinary and counselling approach, and referral to outside agencies.

8. COUNSELLING

- 8.1. The pupil's welfare is of utmost importance and in all incidents involving drugs, a referral for counselling or support within the school is considered. Pupils who are misusing drugs are encouraged to seek appropriate help at the earliest possible stage, including counselling and other external agencies.
- 8.2. Pupils caught vaping or using tobacco will be seen by the school nurse in the first instance. Repeated breaches will result in escalating sanctions in line with the schools Behaviour and Exclusion policy.

9. CONSULTATION

- 9.1. In drafting this policy the school took account of the provisions of the 'Misuse of Drugs' Act 1971 and the 'DfE and ACPO Drug advice for schools' (2012) document.
- 9.2. The policy was reviewed, approved and ratified by the Policy Committee of the school governing board.

10. MONITORING, REPORTING AND EVALUATION

- 10.1. The member of the Senior Leadership Team responsible for pastoral systems has responsibility for monitoring the school's adherence to this policy and consults with the school's Designated Safeguarding Lead and Leader for PSHCE where necessary.
- 10.2. This policy will be reviewed every 3 years.