

**SAINT JOHN HOUGHTON CATHOLIC VOLUNTARY ACADEMY
DRUGS EDUCATION, PREVENTION AND MISUSE POLICY**

Approved date: 6 February 2017

Date for next review: February 2020

Background

This is a Local Governing Body policy, which takes into account guidance published in the document: "DfE and ACPO Drugs advice for schools (updated in 2016)

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/270169/drug_advice_for_schools.pdf

It should be read in conjunction with the Safeguarding and Child Protection suite of policies available on the Policies section of the academy website www.st-johnhoughton.derbyshire.sch.uk.

Aims

- To provide students, parents, carers and staff with accurate, up to date information about drugs, their uses and dangers, the law relating to drugs and agencies offering support.
- To make clear how drug-related incidents will be dealt with including the range of sanctions available.
- To provide support for students with drug-related problems.
- To ensure that students and staff understand the issue of confidentiality in relation to disclosure about drugs.
- To ensure that parents or carers are informed if the school knows or believes that their children are using drugs or that they are under any kind of pressure to use them.

Definition

For the purposes of this policy the term "drugs" is taken to include: prescribed and non-prescribed medicines, volatile substances, alcohol, tobacco and illegal drugs (including cannabis, ecstasy, heroin, crack/cocaine and LSD). The school's policies on administration of medicines and smoking are set out separately.

Responsibilities *Headteacher*

The Headteacher has overall responsibility for the implementation of the policy, for liaison with Governing Body and parents, and external agencies as appropriate, and for the training and support of staff.

The Headteacher must ensure that all students are aware of the policy and its implications

The Headteacher is responsible for liaison with the media (and Local Authority Drugs Advisor) when necessary.

The Headteacher will appoint a Co-ordinator for Drugs and Other Substances.

Drugs and Other Substances Co-ordinator (DSC)

The DSC will report to the Headteacher and will liaise with the governor with responsibility for safeguarding and the School Nurse as appropriate.

The DSC's main responsibility is to co-ordinate the detail of the academy's drugs education programme, to ensure that staff have the relevant skills and to support staff under the Headteacher's direction, and at the discretion of the Headteacher to give advice to students.

Nominated Governor

This will be the same governor as the nominated governor for Safeguarding Children. He/she will liaise with the DSC as appropriate and advise the Chair on any urgent action that needs to be taken with regard to drugs education or the misuse of drugs. The nominated governor will also support the Headteacher in liaison with parents.

Chair of the Governing Body

The Chair of the Governing Body in consultation with the Headteacher and nominated governor is empowered to take any necessary urgent action and to report this to the next meeting of the governing body.

All Staff

All members of staff must know the academy policy and seek to obtain the relevant skills and knowledge to support the policy.

Drugs Education within the Curriculum

The Headteacher will ensure that there is a planned drugs education programme as part of the Learning for Life programme (and other appropriate areas of the curriculum e.g. Science). The programme will:

- Inform students about drugs and their effects
- Promote a positive attitude towards a healthy lifestyle
- Increase students' understanding of the health and social implications of the use and misuse of drugs
- Inform students about courses of action open to them if they or people they know become, or might become, involved in drugs activity, and
- Inform students about support and resources available in school and outside school

The detailed programme will be co-ordinated by the DSC in consultation with the Head and relevant staff.

Learning for Life

The programme deals with Drugs Education in years 7-11. At present it is delivered by teaching staff with some assistance from outside agencies. Students are given information about drugs, legal and illegal, including their effects and dangers. The programme also provides students with details of the law concerning drugs. In year 10 students are visited by "TIGHT", an interactive production which highlights issues around alcohol abuse. Other areas of the programme also cover skills which may be of help to students in drug-related situations, eg work on assertiveness and on bullying. While giving students information so that they can make better-informed decisions about drugs, the programme draws to their attention the potential consequences of drug addiction, socially, financially, legally and in terms of physical and mental health.

Science

The Science National Curriculum also includes work about drugs. At Key Stage 3 the effects on health of the abuse of alcohol, solvents and other drugs are dealt with in years 8. In Year 10, the first Unit of AQA Biology deals with legal and illegal drugs, abuse of substances and effects of such drugs on the body.

Action to be taken in incidents involving misuse of drugs

It is vitally important that staff, students and parents should be clear about the action that will be taken in any drug-related incident.

1. Staff should ensure that all cases of misuse of drugs, or suspected misuse, are reported to the Headteacher or other member of the Leadership and Management Team (LMT).
2. In all instances involving substance misuse or supply on the school's premises or in the vicinity of the school parents will be informed, and their co-operation sought. In addition any students supplying illegal drugs in school or in the vicinity of the school will be reported to the police.
3. The school will consider each drug incident separately and consider the appropriate response and sanction, bearing in mind the circumstances of the case, and the need to balance the interests of the student, other members of the school and the wider community.
4. However, the governors believe that it is essential that parents and students are clear about the normal sanction that will be applied in particular instances, as follows:
 - a) A student who supplies any drugs or other solvents (whether legal or illegal, and regardless of the seriousness of the use) on the school premises or to students in the vicinity of the school will normally be excluded for a first offence and the matter reported to the police. 'Supply' includes supplying for money or free-of-charge

In the case of the supply of a drug which is legal (including over-the-counter drugs) the Headteacher will assess the seriousness of the incident before deciding whether to exclude permanently or for a fixed period. Smoking is dealt with as part of the Smokefree Policy.

Before making a decision on exclusion the Headteacher will ensure that a satisfactory investigation has been carried out.

- b) A student who has any illegal drug in his/her possession will normally be excluded for a fixed period for a first offence, to be determined by the Headteacher after considering all the circumstances of the case and the police will be informed. The Headteacher will also determine what counselling needs to be provided and/or other action needs to be taken during or after the exclusion.

For a second offence the Headteacher will determine whether further fixed term exclusion is appropriate, or whether it is appropriate to exclude permanently. In coming to a decision the Headteacher will take into account any medical/police/social service/drug adviser reports that may be available and consider whether further counselling is appropriate.

Where the Headteacher is contemplating exclusion for a drug-related offence he will consult the school's DSC and take any other advice he deems appropriate.

- c) Included in the range of sanctions available to the school the Headteacher will at his discretion withdraw such opportunities and privileges from students as he sees fit including extra-curricular activities such as visits to the Briars, school residential trips, Agapé and other events.

Offences Outside the School

If a student is involved in a drug-related incident outside the school (away from the vicinity of the school) the Headteacher should be informed as soon as the student returns to school. S/he will assess the implications for the student and the school and determine the best course of action bearing in mind the interests of the student and the interests of the school and wider community. Exclusion would not normally be appropriate for a first outside-school offence. The Headteacher will consult the DSC and as appropriate other agencies, before making a decision.

Involvement of the Police

Although there is no legal duty to inform the police of any drug incident in the school, the governors' policy is that the Headteacher will inform the Police (the School Liaison Officer) and will seek any relevant support and advice. The Headteacher must be mindful that the governors cannot knowingly allow the premises to be used for the production or supply of any controlled drug, or the preparation or smoking of cannabis.

Where the school suspects that drugs are being sold on the premises or in the vicinity of the school premises all relevant suspicions and information will be passed to the police.

Confidentiality

If students disclose information about their own or other people's involvement with drugs there is no legal obligation for members of staff to inform colleagues, parents, police or social services. However, staff cannot offer absolute confidentiality since this is very likely to be against the best interests of the student concerned and those of others who may be involved. The school will also take action where the welfare of a student or another child is at risk.

Wherever possible staff should make it clear where the boundaries of confidentiality lie before disclosures are made. They must not encourage students to give information "in confidence" which may have to be disclosed later on. Students must be made aware that, should they disclose any illegal activity, the information will be passed to the Headteacher and the Police (School Liaison Officer) and that their parents and other outside agencies may also be informed. If staff consider that further disclosure is necessary they should try to get students to agree to it. If staff have any difficulty with the issue of confidentiality they should seek advice from the Headteacher.

Support for students with drug-related problems

A well-established system of support for students with any problem is provided within the school's system of pastoral care. Students are used to approaching tutors, the School Nurse, senior pastoral staff, the Chaplain and the Headteacher for help with their problems. If students are found to have problems related to drugs, legal or illegal, the established system will be used to deal with them in the first instance.

The normal first point of contact for students seeking help with problems is the tutor. However, students are encouraged to approach any member of staff to whom they feel they can talk about a problem. In many instances this may be the Chaplain.

The member of staff who is first approached will then refer the matter to other staff who need to know about the problem or who can help with it. The nature and seriousness of the problem will determine those to whom this referral will be made. Those most likely to be involved are tutors, Year Leaders, the Chaplain, other LMT and the Headteacher.

Senior pastoral staff in consultation with the Headteacher will ensure that support is provided and that parents/carers and, if appropriate, other agencies are contacted. Unless there is good reason for not doing

so, parents/carers will be informed of their child's problems and, in the majority of cases, the school would expect them to be a major source of support.

Emergencies and First Aid

The school has a number of staff who are trained in first aid. Where a medical emergency arises, whether or not it is drug related, a qualified first-aider should attend and further medical help including the emergency services requested if appropriate.

Staff Training

The Headteacher will ensure through the DSC that staff (teaching and support staff) will receive appropriate training in drug education and the handling of incidents that they might come across. All staff should be aware of this school policy and be informed of any changes to it.

Monitoring and Review

The Dtl Sub-Committee of the Governing Body will receive reports as necessary on the implementation of the policy. The Governing Body will review the policy annually and will assess its effectiveness and whether any changes are necessary. Any changes will be notified to the staff and parents.

Approved by the Governing Body:

January 2008

Reviewed by Governing Body:

**May 2012, and November 2012,
November 2015, February 2017
(amended and updated)**

Date for Review:

February 2020