



THE
SWANAGE
SCHOOL

Drug and Substance Abuse Policy

Date approved:	August 2024
Review cycle/date:	Every 3 years/ 2027
Party responsible:	Student Committee
Linked policies:	Behaviour Policy, Citizenship Policy, 'Supporting Children with medical conditions and managing medicines' Policy

Purpose

The governing body has a whole-school approach to drugs and substance abuse as part of its commitment to promoting a healthy organisation. The policy ensures a no smoking or vaping environment both within the school building and grounds that protects the health of the whole school community and visitors to our school. This policy aims to primarily protect the safety and wellbeing of all students and staff. While also, enabling students to make informed choices by increasing their knowledge.

The policy and procedures apply to all students and adults working at and for the school.

Drugs must not be possessed or bought, sold, or otherwise obtained on school premises or during the school day, including when students are on school visits. Individual exceptions will be made for students and staff who need to take prescribed medicines. The school has a policy/procedure for the administration of prescription medicines that must be followed for everyone's safety. Please refer to our 'Supporting Children with medical conditions and managing medicines' Policy

Definition of a Drug

A drug is a substance that affects the way in which the body functions physically, emotionally or mentally. For the purpose of this policy, by 'drugs' we are referring to:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- All legal drugs, including but not limited to, alcohol, tobacco, nicotine, vapes, volatile substances (those giving off a gas or vapour which can be inhaled), alkyl nitrites (known as poppers) and new psychoactive drugs ('legal highs')
- All over-the-counter and prescription medicine

Drugs paraphernalia

All drug paraphernalia items such as canisters, cannabis grinders, rolling papers, filters, matches, lighters, pipes, zero nicotine vapes, etc are banned and prohibited from the school building and grounds. Students are strictly banned from having any on their person in school, on trips or excursions or on their person walking to and from school.

Aims and Expectations

The headteacher will ensure that:

- A planned drug education programme is provided as part of learning in PSHE and science that reflects knowledge and understanding, attitudes and personal and social skills
- Staff are provided with appropriate training and guidance so that they are confident and skilled to teach drug education and to respond to drug-related incidents in line with the behaviour and exclusions policy
- Students are aware of the rules and laws on drugs and of the consequences if breaking them
- Clear procedures are in place for responding to drug-related incidents
- Students who have a concern about drugs are provided with support
- Sanctions for incidents are consistent with the school's behaviour and discipline policies
- The school actively co-operates with other agencies such as community police, social services, the LA and health and drug agencies.

All staff are expected to:

- Report incidents related to drugs or drug paraphernalia to the headteacher or appropriate member of senior staff and record on the appropriate management information system
- 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
- Widen their own and the students' understanding of related health and social issues, e.g. crime, sex, HIV etc.

Students are expected to:

- Abstain from carrying or using illegal drugs, psychoactive substances or so called "legal highs"
- Abstain from carrying drugs paraphernalia
- Alert the staff to any drug-related incidents on or around the school site.

Parents/carers will be encouraged to:

- Ensure students do not bring drugs or drug paraphernalia into school
- 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 are well-informed about the drug education programme, the potential for drug abuse and how to respond to drug-related incidents.

Drug Incidents Outside the School Premises

In line with Behaviour Policy the school may impose sanctions on a student for drug-related incidents outside the school premises. The policy applies to the school premises, the school day, while travelling to and from school, journeys in school time, work experience, day and residential trips and when the school is deemed to be in loco parentis.

Monitoring and evaluation

The headteacher, or delegated person will report to the governing body at least once a year on the programme for teaching about drugs, the number and nature of drug-related incidents, and the outcomes of any disciplinary proceedings. These will be analysed by gender, ethnicity and year group and compared with previous years. The policy will be reviewed every 3 years.

Procedures

The actions outlined here refer to both substance abuse (both illegal and prescribed drugs) and substance misuse (legally obtained substances which when abused can produce an intoxication or hallucinogenic effect).

Any action taken should balance the:

- Protection of the student
- Protection of other students
- Needs of the drug user
- The reputation of the school

A drug-related incident may be any of the following:

- Finding drugs or related paraphernalia, on school premises
- Possession of illegal or unauthorised 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 other 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

Dealing with an incident

Disclosure of substance abuse, whether on or off site

- If in doubt, don't ignore it
- Check the safety of the abuser
- Write down details, names and times and any specific observations
- Inform a member of the Leadership Team and record on appropriate MIS
- Participate and assist in any subsequent action
- A member of the Leadership Team will carry out an investigation
- If suspicions are substantiated, parents will be informed and usually a referral to social services and the Police will be made.

Discovery of drugs or suspicious substances

- There are two circumstances when harmful or illegal drugs/substances may be legally removed *Searching, Screening and Confiscation, July 2022*
 - From a place within the school's jurisdiction.

- From a person within the school's jurisdiction.
- If possible, remove the substance in the presence of a witness. Do not let other students touch the drug. Do not use bare hands to remove tablets or used syringes (because of health hazards).
- If possible, remove the drugs from the student in the presence of a witness.
- Always remove the drug and record the time, place and circumstances that this occurred.
- Do not investigate the substance but record the size, number and appearance.
- Ask the witness to countersign your record.
- Pass the case immediately to a member of the Leadership Team.
- The Headteacher or a delegated member of the Leadership Team will then decide on the appropriate course of action to be taken.
- It is open to a member of staff to search the student's possessions, where there is reasonable cause to believe that they contain unlawful items, including illegal drugs. This should always take place in front of a witness.
- Similarly, where a student is suspected of concealing illegal substances on their person, every effort should be made to secure voluntary production of any unlawful substances, for example, asking them to turn out their pockets. This, too, should be in front of a witness.

A student is displaying obvious signs of drug abuse, by being over-active, woozy, uncoordinated or unconscious:

- Always send for a trained first aider.
- Refer the matter to a senior member of staff
- Make a written report of the incident, with full details, and hand any substances as soon as possible to a member of the Leadership Team.
- If a student is at immediate risk of harm (e.g. fitting or unconscious) then the member of staff should call for an ambulance without delay.

Further action will then depend on:

- Whether the substance is a controlled drug (suspicion over any substance will result in consulting the police)
- If the member of staff is in doubt about the safe disposal of controlled drugs, they should deliver them to the police.
- Whether the incident involves possession, use or supplying the drug
- Whether this is a first incident or not
- The personal circumstances of the student involved

Further action may include:

- Notifying the Police
- Notifying Social Services
- Fixed Term Exclusion, ensuring educational entitlement
- Notifying the Governing Body
- Permanent exclusion (see Exclusion Policy)
- An insistence on the student following a drug support programme
- Use of and referral to, specialist outside agencies

Confidentiality

- We 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 Policy and Privacy Statement 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.

- It is not considered to be of benefit either to the student involved, or to other students in the school, to publicise the names of those involved in any incident. During all procedures outlined above, the names of those involved will be kept as confidential as is felt necessary.
- Any contact from the media will be handled solely by the Headteacher or a member of the Leadership Team.