



Drugs Education and Prevention Policy

1.0 Aim of the policy

The policy makes clear the school's approach to drug related incidents. It sets out the governing body's policy on drugs education and makes clear the procedures that should be followed in responding to drug-related incidents.

This policy should be considered in conjunction with other written policies on behaviour, PSHE, health and safety, medicines, school visits, confidentiality and child protection, staff code of practice.

This policy has been written, taking into account national and local guidance, in particular, guidance from the DFE.

This policy applies to all staff, students, parents/carers, governors and partner agencies working at The Elmgreen School. It also applies on journeys to and from school, occasions when students are wearing school uniform, on the school site itself, work experience, residential trips, college courses and other occasions when they are representing the school.

2.0 Overview

This is a governing body policy, which takes into account the governors' legal responsibilities as employers and occupants of the school premises, and the guidance in the

Department's "Drugs: Guidance for Schools" and 10/95 Protection of Children: the Role of the Education Service, and the guidance in the Department's Improving Behaviour and Attendance: Guidance on Exclusions from Schools and Student Referral Units 2003.

The governing body will also be mindful of the guidance contained in the LA's policy document on Drugs.

The governors are committed to ensuring that The Elmgreen School is a healthy school, free from the misuse of drugs and other substances. Illegal drugs should never be in school. Legal drugs are only allowed when they are medicines agreed by the Headteacher for use in school under the Administration of Medicines policy.

3. Definitions

- 3.1 Legal drugs that should not normally be in school include common ones such as:
- Alcohol;
 - Tobacco;
 - Solvents;
 - over the counter drugs; and

prescribed drugs (except those agreed by the Headteacher under the Administration of Medicines policy).

3.2 Illegal drugs which must never be in school include but are not limited to the following common ones:

cannabis;

ecstasy;

heroin;

crack/cocaine; and

LSD.

3.3 Some substances are not illegal but may be detrimental to student health. These are known as 'legal highs'. They may include but not be limited to e-cigarettes, highly caffeinated/sugared drinks, sports drinks (such as Lucozade). These are not permitted in school.

4. Responsibilities:

4.1 The 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 (in conjunction with the LA) when necessary.

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

4.2 Drugs and Other Substances Co-ordinator (DSC/Deputy Headteacher for Behaviour)

The DSC will report to the Headteacher and will liaise with a nominated member of the governing body. They will attend relevant meetings of the Behaviour Committee of the governing body. The DSC will also liaise with the Local Authority's Drug Adviser/Team

The DSC's main responsibility is to co-ordinate the detail of the school'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.

4.3 Nominated Governor

This will be the same governor as the nominated governor for child protection. They will liaise with the DSC as appropriate and will advise the Chair on any urgent action that needs to be taken with regard to drugs education or the misuse of drugs, and will report to the (appropriate) committee of the governing body, and advise the committee on any action that needs to be taken or referred to the governing body.

The Nominated Governor will also support the Headteacher's liaison with parents.

4.4 Committee of the Governing Body

The committee will receive termly reports from the Drugs and Other Substances Co-ordinator or the Headteacher on the progress of the education programme, and any sanctions that have had to be applied since the last meeting.

The committee has the delegated duty to take what action it deems necessary and make a report to the next meeting of the governing body.

4.5 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.

4.6 All Staff:

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

5. Drugs Education

5.1 The Headteacher will ensure that there is a planned drugs education programme as part of the PSHE programme (and other appropriate areas of the curriculum e.g. Science, Citizenship).

The programme must:

- 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 course 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.

5.2 A detailed programme will be co-ordinated by the DSC in consultation with the Headteacher and relevant staff.

5.3. Outline of the schools Drugs Education Programme

In lessons students are taught about the effects and issues that may lead to drug use. Peer pressure, self-esteem, self-confidence and depression are topics that are featured across the Humanities, Science and PSHE lessons, as well as other curriculum topics.

Where a staff member is concerned that a student may be at risk they will pass their concerns on to the students tutor and DHOC.

The curriculum addresses drugs and alcohol across the key stages. However specific programmes are planned by the PSHE coordinator in the following areas.

Year 8

The year 8 curriculum explicitly teaches on issues surrounding drugs, cigarettes and alcohol.

The key focus of this teaching is:

- Causes and effects
- Social impacts
- Types and classes of drugs
- Where to get help

Year 10

Year 10 are taught about drugs and alcohol through the Religious Education GCSE. The topics include: (all the topics are dealt with in more detail.)

- Classifications
- Social and moral issues
- Religious attitudes to drugs
- Where to get help

6th Form

6th form are allocated time each week to teach PSHE through their pastoral teams.

The topics that they deal with are:

- Addiction and rehab
- Impacts on worklife and education
- Impact of different types of drugs
- Where to get help and how

6. Action to Be Taken In Incidents Involving Misuse of Drugs

- 6.1 It is vitally important the staff, students and parents should be clear about the action that will be taken in any drug related incident.
- 6.2 Staff ensure that all cases of misuse of drugs, or suspected misuse, are reported to the Headteacher or DSC
- 6.3 The school has the right to search students where it believes they may be in possession of drugs. This is done in accordance with the school Behaviour Policy. This should usually be carried out by a Senior member of staff.
- 6.4 Following a search, whether or not anything is found, the school makes a record of the person searched, the reason for the search, the time and the place, who was present and note the outcomes and any follow-up action. This is made on the SIMS system by the person who carried out the search.
- 6.5 The school will confiscate, retain or dispose of a pupil's property as a disciplinary penalty, where reasonable to do so.

Where the member of staff finds other substances which are not believed to be controlled drugs these will be confiscated where a teacher believes them to be harmful or detrimental to good order and discipline. This would include new psychoactive substances or 'legal highs'. If school staff are unable to identify the legal status of a drug, it should be treated as a controlled drug.

- 6.5 In all instances involving substance misuse or supply on the school's premises parents will be informed, and their co-operation sought.
- 6.6 The school will consider each drug incident separately and consider the appropriate response, 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.

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 will normally be permanently excluded for a first offence.
- 'Supply' includes retailing drugs on the premises, communicating with a drug dealer on behalf of another student of the school, introducing fellow students to a drug dealer, and any other instance of procuring legal or illegal drugs for him/herself or other students.
 - '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.
 - Before making a decision on exclusion the Headteacher will ensure that satisfactory investigation has been carried out.
- b) a student who has any legal or 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. The Headteacher will also determine what counselling needs to be provided and/or other action needs to be taken during or after the exclusion.
- c) For a second offence the Headteacher will determine whether a 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.
- d) Any return to school will be accompanied by a parenting contract and close monitoring of a student's behaviour, progress and well-being. The school will make such provision for support and counselling as appropriate including off-site provision.
- e) For a third offence the Headteacher would normally permanently exclude a student having taken into account any extenuating circumstances, but also the undertakings made when a student was re-integrated following previous fixed term exclusions for the same or similar offences. Fixed term exclusions for other offences will also be taken into consideration by the Headteacher in determining whether or not exclusion should be permanent.

- f) The Headteacher in determining whether to permanently exclude will be mindful of the Department's Guidance 'Improving Behaviour and Attendance: Guidance on Exclusion from Schools and Student Referral Units 2003)'.
- g) In the case of a student who has not brought any prohibited substance onto site, but who is involved in handling it, concealing it or assisting in its supply the Headteacher may exclude for a fixed period. If the student's involvement is determined to be significant following investigation the Headteacher may, for a first offence exclude permanently. If exclusion is for a fixed term then the re-integration process outlined in d) will be followed.
- h) Where students are indirectly involved in the presence of legal or illegal substances that are prohibited on the school site the Headteacher will decide whether or not they should be excluded for a fixed term. Indirect involvement can include knowledge that the substances are on site and being in contact with the student or student with the knowledge that they are in possession of the substances. The Headteacher may determine that as well as or instead of students and families should meet with a representative of the governing body and/ or the police to discuss the serious implications of involvement with drugs.
- i) Where the Headteacher is contemplating exclusion for a drug-related offence he/she will consult the school's DSC, and take any other advice he/she deems appropriate.

7. Offences Outside the School

- 7.1 If a student is involved in a drug-related incident outside the school the Headteacher 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.
- 7.2 The Headteacher will consult the DSC, and as appropriate the Police Liaison Officer or other agency before making a decision.

8. Involvement of the Police

- 8.1 Although there is no legal duty to inform the police of any drug incident in the school, the governor's policy is that the Headteacher will determine whether to inform the Police Liaison Officer/Safer Neighbourhood Team 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 or opium.
- 8.2 Where the school suspects that drugs are being sold on the premises all relevant suspicions and information will be passed to the police.

9. Liaison with the Local Authority

- 9.1 The DSC will liaise with the LA Drugs Adviser/Team, and will keep Headteacher and Staff informed of relevant discussions, actions or resources.

- 9.2 Where the Headteacher deems it necessary to inform the LEA of any drug-related incident he/she will do so as quickly as possible.

10 Early Intervention and Support

- 10.1 The school has a key role in identifying pupils at risk of drug misuse. The process of identifying needs distinguishes between pupils who require general information and education, those who could benefit from targeted prevention, and those who require a detailed needs assessment and more intensive support.
- 10.2 Staff are alert to behaviour which might indicate that the child is experiencing difficult home circumstances and are aware of their responsibilities in safeguarding the children in their care.
- 10.3 Where problems are observed or suspected, or if a child chooses to disclose that there are difficulties at home and it is not deemed a safeguarding issue, the school will follow the procedures set out in this policy.
- 10.4 All information should be relayed to the College and CP lead. They will make an assessment of the pupil's welfare and support needs. The College team and CP lead will determine what other sources of support may be accessed for that student. These may include Lambeth Children's Services, services commissioned by the Drug and Alcohol Action Teams (DAAT) programmes and, where appropriate, the family.
- 10.5 The school has two internal school counsellors. Students may be referred to counselling through the Pink Alert forms and Student Support Panel meetings.

11. Staff Training

- 11.1 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.
- 11.2 All staff should know this school policy and be informed of any changes to it.

12. Monitoring and Review

- 12.1 The Communications Committee of the governing body will receive an annual report on the implementation of the policy.
- 12.2 The governing body will review the policy annually and will assess its effectiveness and whether any changes are necessary.
- 12.3 Any changes will be notified to the staff and parents/carers.

13. Outside of the classroom

In order to help prevent the situations that may lead to drug use:

- Students are supported by DHOC's and PLS Tutors to develop awareness around drugs and monitor provisions needed for the individual student needs.

- Organisations outside of school (eg: Brook Foundation, Beat Bullying, The Well Centre) work with the school providing Deep Learning Days, Peer Mentoring training and drop in centres.
- Peer Mentoring is supported by the Colleges, with space being provided for students to drop in and discuss their concerns with other students.
- The Safer Schools Officer from the Metropolitan Police supports the school through the delivery of awareness assemblies and presentations in Citizenship lessons. They also work with the Colleges and staff to support students who are at risk.
- Regular contact from the tutors to families ensures vulnerable students are monitored and identified in situations and circumstances that place students at risk.

14. Outside Agencies

The school works with a variety of outside agencies. We use these agencies for support within the curriculum, signposting support for students, and support for students vulnerable to drug use.

- The Alcohol Education Trust
- The Brook Foundation
- Kings Outreach- 'Red Thread'
- **FRANK**- This 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: 0800 776600 Email: frank@talktofrank.com Website: www.talktofrank.com

15. Staff Responsibilities

15.1 It is not acceptable for staff to be under the influence of drugs or alcohol when professionally active and responsible for either pupils, parents, other colleagues and/or school property. This includes school visits, celebration and social events.

15.2 It is not acceptable for staff or pupils to bring alcohol onto the school premises for consumption when the school is operational.

15.3 Social activities, out of hours but on school premises are planned to ensure they promote sensible drinking. Non-alcoholic drinks are provided at such events.

Signed: _____

(Chair of the Governing Body) Date:
Created and approved September 2007
Review period 3 years
Last review January 2014

Appendix 1.0

	Alcohol	Cigarettes	Legal Drugs	Illegal Drugs	Misuse	Abuse	Addiction	Support	Alternatives	Social Impacts	PLS - Stress Management
Year 13	Legal responsibilities that come with being of legal age.			Managing risk situations	A deeper look at the issues related to drug and alcohol misuse and abuse		Where to get support with issue around drugs and alcohol addiction	Where to get help	Managing risk situations by avoiding the causes	Cost to NHS, Families and friends	PLS will revisit stress management situations throughout the year.
Year 12	Legal responsibilities that come with being of legal age.		Peer Pressures and study pressures	A deeper look at the issues related to drug and alcohol misuse and abuse		Signs and symptoms of addiction.	Where to get help	Managing risk situations by avoiding the causes	Impact on families and friends		
Year 11											PLS will revisit stress management situations throughout the year.
Year 10	Religious and social attitudes to drugs, cigarettes and other types of drugs				Ways that misuse and abuse can impact on people's lives		What is addiction and what support bother religious and non-religious is available to people		What alternatives are there to drug use	What is the cost to society from Drugs and alcohol?	
Year 9	Risk taking behaviours and peer pressure	Risk taking behaviours and peer pressure	Risk taking behaviours and peer pressure	Risk taking behaviours and peer pressure	Warning signs						PLS will revisit stress management situations throughout the year.
Year 8	What is Alcohol and how does it affect people?	Recall the work on cigarettes	Role of drugs and alcohol in our society and the legal status. What drugs do to the body and why people might take them		Why do people misuse drugs?	What is drug abuse and what are the signs?	What is addiction and what can you get addicted to?	Different organisations that exist to support people with drug and alcohol dependency.		Cost to the NHS and police Impact of drugs and alcohol on family, friends and society.	
Year 7	Why cigarettes are bad. Why do people start smoking and what are the health impacts.							Support to quit smoking		Cost to the NHS	