



**ST HILD'S  
CHURCH OF ENGLAND SCHOOL**

**Policy Document**

**DRUGS POLICY**

**At St Hild's Church of England school we aim to provide all of our pupils with a world class education in a Christian context. We expect to find God at work in our school.**

*The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

***"I have come that they may have life in all its fullness (John 10:10)"***

**Policy**

This is a Governing Body Policy, which takes into account the Governors' legal responsibilities as employers. The policy accords with the Misuse of Drugs Act 1971 and takes into account guidance given in the DCSF publications "**Drugs: Guidance for Schools**" and **10/95 Protection of Children: the Role of the Education Service**, and **Improving Behaviour and Attendance: Guidance on Exclusions from Schools and Pupil Referral Units 2003**, and **Drugs: protecting families and communities** (The 2008 drug strategy). **The recent DfE and ACPO guidance on Drug advice for schools has also been used for additional guidance. (Sept 2012)**

It should be read in conjunction with the school's

Discipline and Pupil Behaviour Policy;

Health and Safety Policy

Safeguarding Children and Child Protection Policy

Supporting Pupils with Medical Conditions Policy

The Governors are committed to sending a clear message that drug use is unacceptable and to ensuring that St Hild's Church of England School is a healthy school, free from the misuse of drugs and other substances. The School has a zero tolerance stance to drugs and Illegal drugs should never be in school. Legal drugs are only allowed when they are medicines agreed by the school for use in school following procedures set out in the Supporting Pupils with Medical Conditions Policy.

### **Aim**

This policy aims to make clear the school's approach to the problem of drugs. It sets out the School's policy on Drugs Education and makes clear the procedures that should be followed in responding to drug-related incidents.

### **Responsibilities**

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

The Headteacher must ensure that all pupils and staff are aware of the policy and its implications.

The Headteacher is responsible for liaison with the media when necessary.

The Deputy Headteacher (Pastoral) is responsible for quality assuring the work of the PSHE Co-ordinator in co-ordinating and delivering 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 pupils.

The Senior Leadership Team has responsibility for investigations related to the misuse of drugs and other substances. The Senior Leadership Team will report to the Headteacher and will liaise with the Governing Body and any other relevant outside agencies as and when required.

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

All incidents or suspected incidents must be recorded on CPOMS.

### **Definition**

For the purpose of this policy the following definition of a drug will apply:

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

This broad definition allows for the inclusion of all medication (see school's Supporting Pupils with Medical Conditions Policy), legal/illegal drugs, volatile substances and all over the counter and prescription medicines.

"Misuse of drugs" is the possession, use, or supply of illegal or other unauthorised drugs, including drug paraphernalia, or being under the influence of such drugs within the

school premises, while representing the school on other premises or on the way to or from school.

### **Drugs Education**

There is a planned drugs education programme as part of the PSHE programme (and other appropriate areas of the curriculum e.g. Science).

The programme should:

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

The detailed programme will be co-ordinated by the PSHE Co-ordinator in consultation with the Deputy Headteacher, relevant staff and external agencies.

The Deputy Headteacher, in liaison with the Year Leaders and the Designated Safeguarding Lead, will endeavour to identify pupils who are more vulnerable to drug misuse and ensure these pupils receive appropriate support through the curriculum, alternate provision and/or referral to external agencies.

### **Action to be taken in incidents involving misuse of Drugs**

It is vitally important that staff, pupils and parents/carers are aware of 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, Deputy Headteacher and Year Leader.
2. After every investigation into any incident involving the misuse of drugs or supplying of drugs on the school's premises, while representing the school or on the way to or from school, parents/carers will be informed, and their co-operation sought.
3. 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 pupil, other members of the school community and the wider community. However, in all cases where illegal drugs are brought onto school premises, or other premises while representing the school, or on the way to or from school, then the police will be called.
4. Governors believe it is essential that parents/carers and pupils are clear about the normal sanction that will be applied in particular instances, as follows:

- a) A pupil who supplies any drug or attempts to supply any drug (whether legal or illegal, regardless of the seriousness of the use) on the school's premises or while representing the school at another premises, or on the way to or from school may be permanently excluded for a first offence.

'Supply' includes retailing drugs on or off the premises, procuring or attempting to procure legal or illegal drugs on behalf of another pupil of the school, introducing fellow pupils to sources of legal or illegal drugs, and any other instance of procuring legal or illegal drugs for him/herself or other pupils.

'Supply' includes supplying for money, free-of-charge or simply the passing on of legal or illegal drugs.

In all cases where the amount of any drug possessed is deemed by the police to be beyond the quantity for personal possession, the school will treat this in the same way as intent to supply. The school does not need to prove that there was intent to supply and a pupil may be permanently excluded for a first offence.

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 a satisfactory investigation has been carried out.

- b) Unless there are exceptional circumstances a pupil who has brought illegal drugs of any kind into school will be permanently excluded, regardless of intent

The Headteacher will also determine what counselling/support or other action needs to be taken during or after any exclusion.

**See the Department for Education's Guidance 'Improving Behaviour and Attendance: Guidance on Exclusion from Schools and Pupil Referral Units September 2008'**

### **Confiscating and disposal of Drugs and Drug related paraphernalia**

The Headteacher is responsible for ensuring all staff are aware of the procedures for the confiscation and safe disposal of drugs. See searching and screening of pupils section within Discipline and Pupil Behaviour Policy.

The confiscation of drugs or drug paraphernalia should be witnessed by a second member of staff

- Illegal or suspected illegal drugs must be stored in a sealed envelope and given to a member of the school's Senior Leadership Team. The drugs

will be stored under lock and key in the school safe and the police informed to secure their safe removal from the premises.

Legal drugs including alcohol, cigarettes and medicines (where parents/carers have not completed the “prescribed medicines in school” documentation within the “Supporting Pupils with Medical Conditions Policy”) will be taken to a member of the school’s Senior Leadership Team’s Office and will not be returned to the pupil or their parent/carer.

- Needles and syringes found on the premises must be picked up using gloves and stored in a sealed container such as a tin. The school’s Business Manager in liaison with the Senior Leadership Team or Local Authority Environmental Health Department will arrange for their safe disposal.
- Medicines will be disposed of in line with advice given by the School Nurse.
- Any other drugs including solvents will be safely disposed of by Senior Management, who may take external expert advice if deemed appropriate.

### **Offences outside the School**

If a pupil is involved in a drug-related incident outside the school the Headteacher will assess the implications for the pupil and the school and determine the best course of action bearing in mind the interests of the pupil, the school and the wider community.

The Headteacher will consult the Senior Leadership Team, and, as appropriate, the Police or other agency 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 school’s policy is that the Headteacher will inform the police and will seek any relevant support and advice.

Where the school suspects that drugs are being supplied on the premises or to pupils outside of school, all relevant suspicions and information will be passed to the police.

The Headteacher may request police handlers with sniffer dogs enter the school premises in order to detect illegal drug possession or use, only after giving careful consideration to the impact of such an action on individuals and the school community as a whole.

### **Staff Training**

The Headteacher will ensure that all staff (teaching and non-teaching) will receive appropriate training in drug education and the handling of incidents that they might come across.

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

Signed .....(Headteacher)	<b>Next Review Date : November 2021 (Annual)</b>
Signed ..... (Chair of Governors)	

Revision Date	Version	Status
6 <sup>th</sup> March 2017	14.4	Approved @ Full Governors 6 <sup>th</sup> March 2017
February 2018	14.5	Completely re written by GCa. Ratified @Full Governors 5 <sup>th</sup> March 2018
January 2019	14.6	Approved 11.02.19
November 2020	14.7	Approved by the IEB 09.11.2020