



## Wye Forest Federation Drugs and Alcohol policy

Subject Lead: Fliss Kear.

### Our vision

**Striving Together To Be The Best we Can Be.**

**Our Federation is a safe place where we embrace and enjoy challenge; take ownership of our own learning; collaborate and support each other; whilst striving together to be the best we can be in order to flourish in all areas of life now and in the future.**

### **Introduction**

In the Wye Forest Federation, we aim to equip our children and staff with the knowledge, understanding and skills that enable them to make the sort of choices that lead to a healthy lifestyle. We teach children about the dangers to health posed by drug taking and to equip them with the social skills to make informed moral and social decisions in relation to drugs in society. We are committed to the health, safety and general well-being of all the members of our school community. This policy takes account of DFE and ACPO drugs advice for schools September 2012. This policy applies to the whole federation community, working on the premises during the school day, after school and the evenings. It also applies to school day trips and residential visits.

### **Drugs Education in Context**

The Wye Forest Federation aims to develop the 'whole child' which encompasses physical, mental, emotional, social and environmental health; by equipping pupils with the knowledge, skills, attitudes and values to handle their lives effectively in the present and prepare them for adulthood. Drugs education should therefore form an integral part of the school curriculum.

We are committed to the health and safety of our school community and will take action to safeguard their wellbeing. Therefore, a life skills approach to the prevention of drug misuse is essential and within the programme, pupils are taught about raising self-esteem, self-confidence and assertiveness to prepare them for making informed decisions about drug use, the main focus being on knowledge, social skills, attitudes and values. This will encourage them to appreciate the benefits of a healthy lifestyle and relate this to their own actions, both now and in their future lives.

### **Definition of Drugs**

The definition of a drug given by the United Nations office on Drugs and Crime is: "A substance people take to change the way they feel, think or behave". Here, "drugs" and "drug education" is used to refer to:

- all illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- all legal drugs, including alcohol, tobacco, volatile substances (those giving off a gas or vapour which can be inhaled), ketamine, khat, alkyl nitrites (known as poppers) and new psychoactive drugs ('legal highs')
- all over-the-counter and prescription medicines.

The Wye Forest Federation recognises that this policy focuses mainly on illicit drugs. A procedure for handling prescribed medicines is outlined in the **Personal care and clinical tasks policy**.

### **Management of drug-related incidents**

Defining a drug-related incident Drug-related incidents include any or all of the following:

- drugs or drugs paraphernalia found on school premises;
- students in possession of illegal or unauthorised drugs;
- students supplying unauthorised or illegal drugs;
- students under the influence of drugs, or exhibiting signs of intoxication or illness;
- disclosure of drug use;
- information which suggest student(s) are involved in substance misuse;
- illegitimate sale/supply of drugs in the school vicinity;

- involvement in 'county line' or gang-related drug issues.

If there are any suspicions, observations, disclosures or discoveries of situations involving illegal and other unauthorised drugs (possession, supply or imbibing):

- Utmost priority will be placed on safety, meeting any medical emergencies with first aid and summoning appropriate help before addressing further issues. If in doubt, medical assistance will be sought immediately.
- The Head teacher or an available member of SLT will be informed of the situation immediately.
- Dialogue with the student(s) will be undertaken by the Head teacher or a member of SLT as soon as possible in order to determine the facts. The emphasis will be on listening to what people have to say and asking open rather than closed or leading questions. Consideration will be given to separating any students involved in the incident and ensuring that a second adult witness is present.
- The Head teacher or a member of SLT will inform, consult and involve others as necessary. Careful attention will be given to respecting the confidentiality of those involved.
- Where they have reasonable grounds for suspecting that a student(s) may have an illegal or unauthorised drug, they will be escorted to a senior member of staff who will make every effort to encourage the individual to hand the item(s) over voluntarily, in the presence of a second member of staff. Where possible the gender of the member of staff carrying out a search will correspond to the gender of the student. Where the individual refuses, the Head teacher, or member of staff authorised by them, may exercise their statutory power to search the student(s) or their possessions, without consent. Education and Inspections Act 2006 (s93)
- Staff may search school property, for example, students' lockers, if they believe drugs to be stored there. Prior consent will always be sought. Individuals will be made aware that if consent is refused the school may wish to proceed with a search.
- After any search involving students, parents/carers will normally be contacted by the school, regardless of whether the result of the search was positive or negative.
- Any substance suspected of being a drug will be confiscated. In taking temporary possession of a suspected substance, a second adult witness will be present, the sample will be sealed in a plastic bag with details of the date, time and witness present and then locked in the security cupboard. If the substance is suspected to be an illegal drug, the police will be notified immediately, in order that they may collect it for identification and then store or dispose of it in line with locally agreed protocols. In the majority of cases, parents will be notified immediately unless this is not in the best interests of the student.
- A detailed record of the incident will be made by the Head teacher or DSL. A copy of the record will be kept by the Head teacher and DSL. There will be no other copies of the incidents.
- The school will maintain vigilance about drug-related incidents in the local community through contact with police and other relevant agencies.

## **Responses to drug related incidents**

The school will consider each incident individually and will employ a range of responses to deal with each incident. Any response will balance the needs of the individual with those of the wider community and will aim to provide students with the opportunity to learn from their mistakes and develop as individuals.

While there is no legal obligation to inform the police, if an offence against the Misuse of Drugs Act is suspected or substantiated, it will be appropriate to consider contacting the police. If so, the Head teacher, or member of staff authorised by them, will make the call.

If necessary, an urgent meeting will take place on the same day as the incident, or as soon as possible (between the Head teacher and appropriate member of SLT) in order to decide whether others outside the school should be informed. These may include parents/carers, the appropriate personnel in the LA, Childrens' Social Care and police.

Responses to / sanctions against students who commit drug offences will be decided following dialogue between the Head teacher, appropriate member(s) of staff, Drugs Liaison Officer and other appropriate colleagues.

Possible responses include:

- targeted intervention
- referral
- counselling
- behaviour support plans
- inter-agency programmes
- fixed-term exclusion
- pastoral support programmes
- a managed move
- permanent exclusion

Responses and sanctions will take into account:

- the seriousness of the incident
- the short and long term welfare of the student(s) concerned - the short and long term welfare of other students - guidance in DfE and ACPO drug advice for schools (DfE-00001-2012) consistency with published school rules, codes and expectations - consistency with disciplinary action for other drug related incidents
- consistency with disciplinary action for other misdemeanours.

The Headteacher will take responsibility for liaison with the media if required.

## **Confidentiality**

If a pupil discloses to an adult that he or she is taking drugs, the adult should make it clear that he or she can offer no guarantee of confidentiality. However, the adult can advise the pupil of other sources of confidential information or advice. Pupils should also be encouraged to talk to their parents. A record will be made of the disclosure and the Head teacher and/or a Designated Safeguarding Lead (DSL) is to be informed. The matter will be treated as a potential safeguarding matter, and the parents contacted in the first instance.

## **Early Intervention**

The school has a key role in identifying students at risk of drug misuse. The process of identifying needs should aim to distinguish between students who require general information, those who could benefit from targeted prevention, and those who require a detailed needs assessment and more intensive support. The school will also be alert to behaviour which might indicate that the child is experiencing difficult home circumstances. Where problems are observed or suspected or if a child chooses to disclose that there are difficulties at home, safeguarding procedures will be followed.

This may include involving sources of support for the child such as Childrens Social Care, services commissioned by the Drug and Alcohol Teams (DAAT) programmes and, where appropriate, for the family.

### **Tobacco-smoke Free School**

The Wye Forest Federation is a non-smoking school for all staff, students and visitors.

### **Drugs Education Within the Curriculum**

We regard drugs education as a whole-school issue and we believe that opportunities to teach about the importance of a healthy lifestyle occur naturally throughout the curriculum, but especially in science, RE, PE and Personal, Social, and Health Education (PSHE)

Teaching about drugs will begin in Key Stage 1, when pupils are taught about seeing the doctor, visiting the chemist and the importance of medicines and their safe handling.

In Key Stage 2, pupils will learn that alcohol is the most widely used drug and that its dangers can be overlooked. We will ensure that our pupils are aware of the risks associated with drinking. We teach pupils about the dangers of smoking and habit forming, and encourage them to consider its effects and risks. We also teach pupils about the dangers of volatile-substance, because of the high risk of accidental death, especially for first-time and occasional abusers.

We acknowledge that some of our pupils may have had some experiences with drugs already, or have been exposed to them, so we must help to equip pupils to handle risky situations, before they actually meet them.

We recognise that learning is most effective when it addresses the development of knowledge, attitudes and skills together and when teaching and learning are participative and active.

We endeavour to:

- Use a variety of teaching styles that are characterised by active learning
- Find out what the children know already
- Use drama, role-play or ICT to demonstrate various strategies and scenarios
- Encourage pupils to listen to the views of others, and we ask them to explore why drugs are such a problem for society.

Drugs education takes place during normal lesson time. Sometimes, the Federation may seek support from the school nurse or another health professional. In teaching this course, we follow the Department for Education (DfE) and Local Authority (LA) guidelines. The resources and materials that we use are recommended either by the Health Authority or by 1decision (Quality assured by the PSHE association). Lessons that focus on drugs education form part of a sequence of lessons that are designed to promote a healthy lifestyle.

### **Drugs at School**

Where children have medical needs, parents and carers must follow the protocol outlined in the Personal care and clinical tasks policy. The schools will store and dispense medicines in accordance with the policy.

Solvents and other hazardous chemicals must be stored securely, to prevent inappropriate access, or use by pupils. Aerosols, glues (other than PVA) and board-cleaning fluids are used sparingly in school, and must be handled and stored carefully by all members of staff. Any other potentially hazardous items will also be stored securely and staff should treat all substances in this way.

Legal drugs are legitimately in school only when authorised by the Senior Leadership Team.

Members of staff who smoke must keep their tobacco and matches or lighters secure.

Smoking/Vaping is not permitted anywhere in the school premises or grounds.

Alcohol to be consumed at community or parents' events will be stored securely beforehand. To sell alcohol, we must be licensed under the current licensing act. Any alcohol consumed on the school premises must be with the prior agreement of the Head teacher and not when staff are responsible

for the children. No parents will bring alcohol onto the school site without the permission of the Head Teacher.

### **Role of the Governors**

As part of their general responsibilities for the strategic direction of the school, governors have a key role to play in reviewing and monitoring this policy.

### **Dissemination**

All staff, parents/carers and students will be reminded of this policy and its procedures on a regular basis. Details are in the Staff Handbook. The policy and schemes of work are available on request to parents through the Headteacher.