

 <p><b>St Mary's Catholic High School</b></p>	<b>Policy No: PP12</b>	Revision No:	3
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***Gaudium et Spes***

***“Live, Love and Learn in the Light of Christ”***

## Statement of Intent

**St Marys Catholic High School** takes a zero tolerance approach to the misuse of drugs and alcohol on our premises. This policy has been developed in conjunction with DfE guidance to ensure that everyone is aware of the risks posed by the misuse of drugs and alcohol. We recognise that we live in a society in which drugs, alcohol, tobacco and other substances, including new psychoactive substances or legal highs are available and widely used. We believe we have an obligation to inform and empower our young people to enable them to make decisions that will result in them enjoying a healthy, active and responsible lifestyle.

We are committed to:

- Upholding the **Health and Safety Policy** already in place at the school.
- Providing a safe and healthy environment which is conducive to the education of the children in the school.
- Providing a robust policy which outlines our zero tolerance approach to drugs and alcohol misuse with serious sanction, including permanent exclusion, facing those who breach school rules and misuse drugs or alcohol on our school premises.
- Developing and improving the policy by reviewing it after any incident.
- Educating pupils on the dangers of drug and alcohol misuse.
- We acknowledge that although the numbers of young people who use and misuse substances is increasing **there are far larger numbers of them who choose not to use such substances. We will strive to affirm and support their decision.**

## Legal Framework

This policy has due regard to relevant legislation and guidance, including, but not limited to the following:

DfE September (2019) 'Keeping children safe in education'  
The Children and Families Act 2014  
The Education Act 2011  
The Health Act 2006

This policy will be implemented in conjunction with the school's:

Searching and Confiscation Policy  
Safeguarding and Child Protection Policy  
Health and Safety Policy  
PSHE Policy  
Administering Medication Policy  
COSHH Policy

## Definitions

**St Marys Catholic High School** defines a “drug” as any non-life sustaining substance which, when ingested alters physical, emotional and mental state of the individual, and can change the way they feel, think or behave. This definition includes, but is not limited to:

- All Illegal substances
- Alcohol
- Tobacco
- Solvents
- Medicines
- Legal highs

## Drug Education

All pupils will receive regular guidance on drugs and alcohol as part of the Citizenship PSHE and Science curriculum.

Drugs and alcohol will feature regularly as part of pastoral education in form classes and assemblies.

Where appropriate, visitors and external speakers will join us to lead classes on drug and alcohol misuse.

### DFES DRUG PREVENTION AND SCHOOLS CIRCULAR 4/95

“Young people are influenced by their parents, youth culture, the media, their peers and others - but education can play a key role in ensuring that young people know the risks of drug taking and have the knowledge and skills to resist. Schools alone cannot “solve” the problems of drug misuse in society but an effective programme of drug education can be an important step in tackling it.”

## Smoking

In accordance with part 1 of the Health Act 2006, **St Marys Catholic High School** is a smoke free environment. This includes all buildings, out-buildings, playgrounds, playing fields and sheltered areas. Parents, visitors and staff must not smoke on school grounds and will avoid smoking in front of pupils and/or encouraging pupils to smoke.

Pupils **including sixth form students over the age of 18** are not permitted to bring smoking or nicotine products onto the premises. This includes, but is not limited to cigarettes, e-cigarettes, lighters, matches and pipes.

In the interest of health and hygiene, smoking will not be permitted at, or around, the school gates.

### **Legal Drugs and Prescribed Medicines**

We understand that some pupils may require medications that have been prescribed by a doctor, or other health professional.

Parents have the primary responsibility for their child’s health and should provide the school with all relevant information about their child’s medical condition.

Medicines should only be brought onto the premises if it would be detrimental to the child’s health if medicines were not administered during their time at the school.

The school will only accept medicines which have been prescribed by a doctor, dentist, nurse or pharmacist. Medicines must be provided in the original container as dispensed and must include the prescriber's instructions for administration and dosage.

Further guidance can be found in the school's **Administering Medication Policy**.

### **Solvents**

Pupils are not permitted to bring solvent based products onto the premises. We will ensure that potentially hazardous solvents are stored safely and pupils will be supervised if they are required to come into contact with them. More information can be found in our **COSHH Policy**.

### **Persons found to be under the influence of drugs or alcohol**

Staff members found to be under the influence of drugs or alcohol whilst on school premises will be disciplined in line with their contract of employment.

Students, parents/carers and visitors to the school suspected to be under the influence of drugs or alcohol on school grounds will be escorted from the premises. The **Headteacher** has the authority to ban offenders from the school.

Unless it is a medical emergency, or where there is aggressive or threatening behaviour, students found to be under the influence of drugs or alcohol whilst on school premises will be removed from the class and escorted to the **Senior Assistant Headteacher's office**, where they will be assessed.

The student's parent/carer will be contacted and asked to remove the student from the premises. The student will remain in the Senior Assistant Headteacher's office until their parent/carer arrives.

If necessary, a search will be conducted in line with the powers given to the school by the DfE under their advice around Searching, Screening and Confiscation.

### **Medical Emergencies**

In drug related medical emergencies, trained first aiders will be summoned.

A member of staff will remain with the casualty until the trained first aider arrives. Other students will be removed from the immediate area as soon as is reasonably practicable. Following assessment by the first aider, a decision will be made as to whether an ambulance will be called.

The student's parent/carers will be telephoned and told about the incident.

If the student is felt to be a risk, the Child Protection and Safeguarding Policy will come into effect and social services will be contacted.

All accidents and incidents, including near misses or dangerous occurrences, will be reported to the HSE as soon as possible, following the school's Health and Safety Policy.

## Searching

Staff members may use common law to search students for any item with their consent. All searches will be conducted in line with the DfE's advice on Searching, Screening and Confiscation. Staff members may ask any student to turn out their pockets. Staff members may search any student's backpack or locker. Staff members may require a student to remove outer clothing including hats, scarves, and footwear. If a student is suspected to have illegal substances on their person prior to a search, they will be accompanied by staff if a desire is expressed to use the toilet. Belongings such as bags, blazers and coats will be left under the supervision of staff.

Under part 2, section 2 of the Education Act 2011, teachers are authorised by the Headteacher to search for any prohibited item including, but not limited to, tobacco, cigarette papers, illegal drugs and alcohol, without the consent of the student if they have reasonable grounds for suspecting that the student is in possession of a prohibited item.

Students' possessions will only be searched in the presence of the student and another member of staff unless there is a risk that serious harm will be caused to a person if the search is not conducted immediately, and where it is not practicable to summon another member of staff. Searches will be conducted by a same sex member of staff with another same sex staff member as a witness, unless there is a risk that serious harm will be caused to a person if the search is not conducted immediately, and where it is not practicable to summon another member of staff.

A staff member carrying out the search can confiscate anything they have reasonable grounds for suspecting is a prohibited item (see Searching and Confiscation Policy). This includes "legal highs" and other potentially harmful materials which cannot immediately be identified.

### Key Roles and Responsibilities

The governing body is responsible for:

- Implementing effective policies and procedures are in place to ensure that students are kept safe from alcohol and drugs at school.
- Ensuring that students experiencing difficulties with alcohol and/or drugs can access the support they need.

#### The Headteacher is responsible for:

- The day-to-day management of this policy.
- Providing a safe environment for all staff, students, and visitors.
- Working with governors to ensure compliance with relevant legislation.
- Informing the governing body of any issues and developments concerning drugs and alcohol.
- Acting on any concerns arising from students' use of drugs and alcohol.
- If appropriate, and where doing so will not place the child at risk, informing parents/carers of any drug and alcohol related incidents concerning their child.
- Inviting the local police and relevant partner agencies into school to raise awareness of the risks and issues associated with drugs.
- Informing the police of any drug or alcohol related decision, where they deem it appropriate to do so.
- Ensuring a consistent approach to managing drug and alcohol incidents.

#### The DSL is responsible for:

- Ensuring that staff have the skills to teach and discuss issues relating to drugs and alcohol.
- Ensuring that staff and students experiencing difficulties with drugs or alcohol are provided with appropriate internal support and referred to external support agencies as appropriate.

- Consulting with students to inform provision around drugs and alcohol education.
- Accessing appropriate training to enable them to successfully advise the school on drug and alcohol matters.
- Liaising with local services as necessary to provide support for students.
- Assisting with the monitoring and review of this policy.

**Students are responsible for:**

- Ensuring they do not bring illegal or prohibited drugs or alcohol onto school premises or whilst engaged in any offsite activity representing the school.
- Ensuring they do not take drugs or consume alcohol whilst travelling to or from school or at any time whilst wearing the school uniform.
- Contributing to the development of this policy by providing feedback on the effectiveness of the drugs and alcohol education provided, and on how incidents are managed.

**The Premises Manager and their team is responsible for:**

- Regularly checking the school premises for signs of drug and alcohol use and reporting any concerns to the DSL.
- Adhering to the Sharps Policy at all times when handling needles found on school premises.

**External agencies are responsible for:**

- Supporting the school with drug and alcohol issues as required.

**Illegal Drugs**

The school has a zero-tolerance policy on illegal drugs.

Following the identification and confiscation of a controlled substance, a staff member will seal the sample in a plastic bag and include details of the date and time of the confiscation alongside the name of any witness/witnesses present.

The staff member will store the sample in a secure location. The incident will be reported immediately to the police who will collect the sample and then deal with it in line with agreed protocols. The school will not hesitate in giving the police the name of the student from whom the drugs were taken.

A full and thorough incident report will be completed and submitted to the Headteacher. Any further measures will be undertaken in line with the school's Child Protection and Safeguarding Policy. Where controlled substances are found on school trips away from the school premises, the parents/carers of the student, as well as local police, will be notified.

**Management of Drug Incidents**

St Marys Catholic High School will consider each substance incident individually and we recognise that a variety of responses incorporating both sanctions and counselling, will be necessary to deal with incidents. We will consider very carefully the implications of any action we may take, seeking to balance the interests of the student involved, the other members of the school and the local community.

St Mary's Catholic High School will continue to nurture an ethos that enables pupils and parents to feel confident enough to discuss problems and concerns with staff. The Headteacher together with the Leadership group will take overall responsibility for co-ordinating the schools approach to drug incidents.

Pupils bringing illegal substances to school, supplying illegal substances or being in possession of illegal substances in school will all **face serious sanctions; including possible permanent exclusion from school.** The school is aware of its legal and safeguarding obligations and will continue to work closely with the

school police community support officers and our partners at social care on all issues relating to drug incidents with our pupils.

Line of action when managing drug incidents:

1. Pupil well-being is of prime importance. Where necessary usual first aid procedures will be implemented.
2. Staff who become aware of pupils in possession of drugs on the school premises must notify the Headteacher, Deputy Headteacher or any of the Leadership group. One of the Leadership group will take responsibility to investigate the matter. If during the investigation a controlled substance is found, a staff member will seal the sample in a plastic bag and include details of the date and time of the confiscation and the name of any witness/witnesses present. The staff member will store the sample in a secure location until the police collect the sample and then deal with it in line with agreed protocols.
3. If allegations are substantiated the parents/carers of the pupils will be informed and asked to collect their child and arrange if necessary for their child to attend their GP for a medical check.
4. In addition, the incident will be reported to the Police using the 101 service and reported to Social Care via Starting Point.
5. Appropriate courses of action following a drugs incident may include any combination of the below:
  - Fixed term or permanent exclusion from the school for pupil(s) taking drugs, supplying drugs or being in possession of drugs at school. If a sanction is given and further information is made available then it is possible for a more serious sanction to be given if appropriate.
  - Strategy meeting held by Social Care to agree the appropriate level of support needed. (Section 47) Child Protection Conference or a (Section 17) Child in Need Single Assessment.
  - Counselling and support for the pupil(s) from an appropriate agency. Pupils will be referred to our Wellbeing Team and a referral made to CGL.
  - Counselling and support for other pupils close to the individual(s) involved from an appropriate agency.
  - The wider school community, including parents, will be informed of any significant incidents occurring that have posed a risk to pupils in school as appropriate; to ensure lessons are learnt and to take the opportunity to emphasise the dangers posed by illegal substances.
  - Any approaches from the media will be dealt with by the Headteacher in consultation with the Leadership Group and Chair of Governors.
6. All of the above apply to any incidents in school or during a school trip.

### **Monitoring and Review**

This policy will be reviewed on a bi-annual basis by the Governors' Policies Working Party or after any significant drug incident in school.