

## Drugs Policy

**Primary person responsible for updates to this policy:** Chris Randell

**Job title:** Principal

**Last review date:** May 2021

**Next review date:** June 2022

**Relevant ISI coding (if applicable)**

**Circulation:** This policy has been adopted by the governors and is available to parents on request. It is addressed to all members of staff and volunteers and applies wherever they are working with children.

'Parents' refers to parents, guardians and carers.

## **Drugs Policy**

### **Definition of Drugs**

For the purpose of this College policy, the term 'drugs' is taken to mean the following:

- Illegal substances of all classes
- Illegally distributed prescribed drugs or over-the-counter medicines
- Solvents
- Smoking
- Alcohol
- Legal highs

### **Statement of Policy**

The misuse or illegal supply of drugs by members of the college community is strictly forbidden.

#### **Aims**

- To encourage students to have due regard to the legal, social and physical risks involved in drug use/misuse.
- To promote the personal, social and moral development of students and thus prepare them for the opportunities and experiences of life.
- To inform students in a balanced and truthful way about the use/misuse of drugs and the cultures surrounding them.
- To enable students to understand accurately the biological and psychological effects of legal and illegal drugs
- To provide students with sufficient information to protect themselves and others from the effects of drug misuse.
- To keep up to date with developments in drugs education, thus ensuring that accurate and current information is made available to the students.
- To raise awareness among staff of drug issues, thus ensuring an informed, measured and reasonable approach.
- To enable students to understand aspects of legislation relating to drug use and to make them aware of sources of help and advice available.

### **Organisation and implementation**

Education about drugs is part of the PSHE tutorial programme.

### **Confidentiality**

Staff cannot promise confidentiality to students. Where a student's actions are likely to place that student or others at moral or physical risk or in breach of the law, the staff member must inform the HOH or member of SLT who will inform the parents and arrange for counselling if

appropriate. Staff should be aware that withholding information may compromise them at a later date.

### **Procedures**

The following are recommended guidelines for specific drugs related incidents. Each incident is unique and therefore the guidelines should be used as a point of reference.

### **Change in a student's behaviour**

If a member of staff notices a change in a student's behaviour, they should speak to the appropriate person; this could be the tutor, HOH, DSL, Head of Senior Boarding or member of SLT who will then talk to the student involved. The student's response should be carefully and objectively noted and placed in the student's file. Appropriate action should be taken if necessary.

### **Reported Rumour**

Rumours relating to drugs being taken by students during college time or on college premises must be reported to the HOH, SLT or Head of Senior Boarding.

#### **(a) By a fellow student**

In this situation the first action should be to speak separately with both the student reporting the rumour and the student involved. From this point, further action clearly depends on the responses of the students, but care should be taken not to make accusations or reveal the source.

#### **(b) By a parent, relating to their own child**

The College should attempt to assess how much of the information given is fact rather than speculation, but generally should recommend counselling and/or talking to someone trusted within the College. Support can be offered to the student and family and contact numbers for relevant groups and organisations should be given.

#### **(c) By a parent, relating to another child**

Initially the College should establish from where the parent received the information and should then take action accordingly.

### **Disclosure**

When a student discloses information regarding drug use to a member of staff, the issue of confidentiality should be clearly explained to the student. From here, advice regarding counselling from external groups and parental contact should be discussed with the student and also possibly between other members of staff. The nature of the information disclosed will determine any further action taken.

### **Drugs found on the premises**

This must be reported to the Principal or Assistant Principal immediately.

### **Students and drugs on College premises**

(a) Student(s) found in possession of drugs

(b) Student(s) taking drugs

(c) Student(s) dealing drugs

The student(s) involved should be isolated with as little discussion as possible and the following members of staff should be contacted:

Principal or member of the SLT

Head of Senior Boarding

### **Procedure**

- The student(s) should be encouraged to hand over any drugs they have in their possession, but staff should not attempt to take the drugs off them.
- Any drugs handed over should be stored safely, having been carefully labelled with all relevant details and signed by two members of staff and the student(s) involved.
- In any investigation there should be a member of the SLT present along with a minimum of two other senior staff members.
- The purpose of the investigation should be to establish the facts of the incident and to find out if there are any further drugs on College premises. The parents should, apart from in extreme cases, be contacted by a member of the SLT.
- Throughout this time the student(s) should be suspended.
- Counselling and support should be the primary suggestion to student and parents.
- Withdrawals, exclusions and police involvement are dependent on the nature and severity of the incident.

### **Code of good practice / ground rules**

Sometimes an individual student will ask inappropriate questions relating to drugs. Questions do not have to be answered immediately and individual staff members must use their skill and discretion in these situations. Each person can establish their own rules, which should be clearly communicated. A suggested set of ground rules for students could be that they may ask anything they wish as long as they respect the right of the staff member or other students not to answer questions they do not wish to.

### **THE COLLEGE RESERVES THE RIGHT TO PERFORM RANDOM CHECKS IF WE SUSPECT THERE ARE DRUGS ON THE COLLEGE PREMISES**

### **Screening for Drugs**

All students should come to college ready to work and learn. For the vast majority of students this is the case. However, there are many pressures on young people these days particularly with respect to drugs. In recognition of this fact the college reserves the right to insist that, if a student is suspected of taking harmful substances, parents may need to provide evidence of drugs screening. Our suspicions may be aroused for the following reasons:

- Non attendance
- Persistent lateness
- Unusual behaviour
- Lack of concentration
- Physical symptoms (tiredness, dilated pupils, skin pallor).
- We feel that the quality of a student's work is well below the standard of which we know they are capable.

In the event that evidence is found of drug-taking the following action will be taken by the college and parents/guardians may be asked to provide evidence that the student is 'clean' by providing screening results.

- Any student who refuses to be screened as requested will be considered in breach of the agreed policy regulations and, in consequence, will be excluded temporarily or permanently from the college.
- Anyone found in possession of drugs (see definition) on college premises or when under the supervision of the college, for example on a college trip, will be excluded temporarily or permanently and the police may be involved.