



## DRUGS POLICY

| Document History                 |   |
|----------------------------------|---|
| Owner:                           | The Sub-Warden  |
| Document Status:                 | Approved  |
| Approved by:                     | The Safeguarding and Wellbeing Committee of the Governing Body  |
| This document is available from: | School Intranet and School Website  |
| Review Cycle                     | Annual  |
| Current version Adopted:         | September 2021  |
| Review Date:                     | May 2022  |
| Linked Documents:                | Safeguarding Policy, Behaviour Policy, Equality Plan, Exclusion Policy, PSHE Policy, Smoking & Vaping Policy, Alcohol Policy, Search Policy   |
| Linked External Documents        | The Misuse of Drugs Act 1971, The Psychoactive Substances Act 2016, Education and Inspections Act 2006, DfE guidance 'Searching, screening and confiscation in Schools' 2018, DfE guidance 'Use of Reasonable Force' 2013 |

## Introduction

The St Edward's School's Drugs Policy is born out of our duty to safeguard the pupils within our care. It is also important for the maintenance of good order and discipline within the community, and for the protection of the School's reputation.

All young people need to be able to make safe, healthy and responsible decisions about drugs, both legal and illegal. Schools play a central role in helping them make such decisions by providing education about the risk and effects of drugs; by developing their confidence and skills to manage situations involving drugs; by creating a safe and supportive learning environment; and by ensuring that those for whom drugs are a concern receive appropriate support.

However, schools cannot act alone. They are part of a broader prevention picture which includes police and a range of external partner agencies. Parents are asked to give their wholehearted support to the implementation of this policy. By working together, we can help young people navigate their way through what is a complex social issue and safeguard everyone within the community.

## Statement of Policy

It is the policy of St Edward's School actively to discourage and, as far as possible, prevent the misuse and supply of illegal drugs. The School treats cases of misuse and illegal supply of drugs by pupils as serious misconduct.

The purpose of this policy is to: -

- clarify the legal requirements and responsibilities of the School
- reinforce and safeguard the health and safety of students and others who use the School
- clarify the School's approach to drugs for all staff, students, Governors, parents, external agencies and the wider community, and set out the associated sanctions that the School may apply
- give guidance on developing, implementing and monitoring the drug education programme
- enable staff to manage drugs on school premises, and any incidents that occur, with confidence and consistency, and in the best interests of those involved
- ensure that the response to incidents involving drugs complements the overall approach to drug education and the values and ethos of the School, and that all such responses are consistent and fair

- provide a basis for evaluating the effectiveness of the School's drug education programme and the management of incidents involving illegal and other unauthorised drugs
- reinforce the role of the School in contributing to local and national strategies

This policy includes journeys to and from the School, residential trips and courses.

This policy also applies to conduct outside of school that may have an adverse effect within the school community or on the reputation of the School. For example, action could be taken where a St Edward's pupil is known to be involved in supply or possession of drugs outside school.

## Prevention through education

The School aims to educate pupils to understand that the use of drugs is or may be a criminal offence and will be harmful to their health, integrity, independence, opportunities and careers. Its aim is to empower pupils to make responsible, well informed decisions in a non-judgemental way.

HMs regularly remind pupils about the potential dangers associated with drug use and education in this area is aimed at all year groups and is an integral part of the PSHE programme. In addition, there are year group presentations, and assemblies, with regular visiting speakers, as well as coverage in some lessons, and follow up from tutors.

Periodically, House teams receive Inset from external agencies on drug use, its effects and how to look for warning signs. Staff are expected to be alert to the possible warning signs of drug misuse, especially mood swings, physiological changes, a marked decline in academic performance, and greater unwillingness to be committed to co-curricular activities.

On occasions, the School may also use drug detection dogs to help with the education process, and to act as a deterrent for the misuse of drugs by pupils.

## Definition of a Drug

The definition of a drug, as given by the United Nations Office on Drugs and Crime, is: 'A substance people take to change the way they feel, think or behave'. The terms 'drugs' and 'drug education', unless otherwise stated, are used throughout this document to refer to drugs as follows:

- all illegal drugs (those controlled by the Misuse of Drugs Act 1971) as detailed in the table below

| Class A                                 | Class B              | Class C   |
|---|----------------------|-----------|
| Heroin                                  | Amphetamines (speed) | GHB       |
| Methadone                               | Cannabis             | Temazepam |
| Opium                                   | Dihydrocodeine       | Diazepam  |
| Cocaine                                 | Mephedrone           | Khat      |
| Crack Cocaine                           | Ketamine             |           |
| LSD                                     |                      |           |
| Ecstasy                                 |                      |           |
| Magic Mushrooms                         |                      |           |
|   |                      |           |
| Any class B drug prepared for injection |                      |           |

| Maximum Penalties   | Maximum Penalties   | Maximum Penalties   |
|---|---|---|
| Possession: Up to 7 years in prison, an unlimited fine or both.         | Possession: Up to 5 years in prison, an unlimited fine or both.             | Possession: Up to 2 years in prison, an unlimited fine or both.             |
| Supply and production: Up to life in prison, an unlimited fine or both. | Supply and production: Up to 14 years in prison, an unlimited fine or both. | Supply and production: Up to 14 years in prison, an unlimited fine or both. |

- Over the counter medicines
- Prescription only medicines such as anabolic steroids, benzodiazepines and behavioural medicines (such as methylphenidate) when not accompanied by a legal prescription.
- Psychoactive substances, commonly known as 'legal highs'. (The Psychoactive Substances Act 2016 makes it an offence to supply, offer to supply, or possess such substances.)
- Volatile substances such as aerosol propellants, butane, solvents, glues
- Substances under temporary banning order

The above list is not exhaustive. For the purpose of this policy and to maintain consistency, the substances listed above will be referred to in this document as 'drugs'.

The School has a separate approach to dealing with alcohol and tobacco misuse, as outlined in the 'Smoking & Vaping Policy' and 'Alcohol Policy'

### Suspicion of misuse

If a member of staff has reason to suspect that a pupil is misusing drugs, they must report the situation to the Sub-Warden who will decide if further investigation or a drugs test is warranted.

Suspicion of misuse may arise from:

- behavioural signs, such as deterioration in a pupil's wellbeing and/or performance
- other signs or evidence such as the finding of certain items of equipment
- other information that has been gathered

## Investigation into possible misuse

Once it has been confirmed that there are reasonable grounds for suspecting that a pupil may have been misusing drugs, the Sub-Warden will be responsible for any further investigations which will normally be conducted with the help of the pupil's HM and the Deputy Head (Pastoral). They will make every effort to ensure that they are conducted fairly and with as much openness towards the affected pupil as circumstances may reasonably allow.

The Sub-Warden may decide that a pupil and their belongings should be searched and/or tested, in line with the School's Search Policy. Schools' general power to discipline, as set out in the Education and Inspections Act 2006, and the DfE guidance 'Searching, screening and confiscation in Schools' 2018 enables a member of staff to confiscate, retain or dispose of a pupil's property as a disciplinary penalty, where reasonable to do so.

A second member of staff will ordinarily be present when a search is conducted. The School is not required to inform parents before a search is conducted. The grounds for the search and all actions taken will form part of a written record.

Where the member of staff finds other substances that are not believed to be drugs, these can be confiscated where a teacher believes them to be harmful or detrimental to good order and discipline. If school staff are unable to identify the legal status of a drug, it should be treated as a drug. Pupils from whom vaping or smoking apparatus has been confiscated should expect it to be sent to a laboratory for analysis and themselves to be subject to a precautionary drugs test. Similarly, any pupil that has been caught vaping or smoking, broken bounds or been caught breaking the rules regarding alcohol should expect to be subject to a precautionary drugs test.

## In-School Testing Procedure

Testing is carried out in accordance with a strict procedure. This procedure is updated from time to time as experience and/or scientific advances indicate.

Where priority medical treatment is necessary this takes precedence over any testing requirements. If a pupil is under the influence of a drug and needs medical treatment, they must tell staff what they have taken, if they are in a fit state to do so, in order to receive the best help possible.

In the event of a pupil being suspected of misusing drugs, he or she may be asked to provide a sample of blood, urine, hair, saliva and/or perspiration. Parental or guardian consent of any pupil under the age of 18 years will be sought for this to happen, prior to the test being carried out. If the School is unable to contact the parents or the guardian of the pupil, a test may still be carried out, and parents will be informed as soon as possible. If the pupil is not in a fit state on a given day to undergo a drug test, the School may require them to do so at a later stage. The School will cover the cost of a first test required by the School which is

negative, but parents will be charged for a first test if it is positive and for any subsequent tests in accordance with this policy.

Without good reason, refusal to provide a sample may be viewed as a 'positive test result'. If parents or pupils refuse to agree to the drug testing procedure, either telephonically, in person or in writing, then the School will exclude the pupil pending further investigation. The pupil may potentially be permanently excluded from the School.

## Outcome of Testing

The School will always assist pupils who have been affected by drugs so they can find support from agencies who are specialists in assisting with addiction and drug problems.

It is recognised that there are significant differences between "drugs", be they illegal or legal, and other prohibited substances such as tobacco or alcohol, but whilst the sanctions given following their use might be different, they are all considered here.

Any student under the influence of drugs, cigarettes, e-cigarettes, legal highs or alcohol in School, including journeys to and from school, residential trips and courses may be removed from their activities in order that they can be medically assessed. Their parents may be contacted to collect them, should the school staff feel that this is necessary. In extreme cases whereby the pupil presents a danger to themselves or others, then the emergency health services and/or the police may be informed.

If an acute situation occurs, appropriate restraint may be used, in keeping with the School's policy on use of reasonable force, to ensure the child is protected from hurting themselves or others, as per DfE guidance 'Use of Reasonable Force' 2013.

## Sanctions

Parents are reminded that under the terms of the contract signed by all parents, a pupil may be Permanently Excluded from the School if it is found on the balance of probabilities that a pupil has committed a serious breach of discipline or criminal offence. Both supply and possession of drugs are criminal offences, and examples of gross misconduct for which a pupil would normally be Permanently Excluded from the School (see Exclusion Policy). Furthermore, parents and pupils are reminded that conduct outside of school that adversely affects the School's reputation is grounds for Permanent Exclusion (see Exclusion Policy). Pupils at St Edward's School are therefore expected to avoid any association with drugs both inside and outside of school, both during term time and during the school holidays.

A pupil should expect to be required to leave St Edward's if:

1. They have been involved with selling, distributing or otherwise actively encouraging possession or consumption of drugs, wherever and whenever that conduct takes place.

2. They are found to have supplied, handled, possessed or consumed drugs while under school jurisdiction. (“Supplied” includes supplying for money or free-of-charge, communicating with a drug dealer on behalf of someone else, introducing fellow pupils to a drug dealer, or any other instance of procuring drugs for another pupil, or from another pupil).
3. They are found to have been under the influence of drugs whilst in the School’s care.
4. They are involved outside School jurisdiction in the supply, handling, possession, consumption or incitement to the misuse of drugs and in the view of the Warden this has, or may have, a negative impact on the School or on the pupil involved, or on other pupils.
5. They refuse to undergo a drug test if it is requested by the Warden, the Sub-Warden or another member of the SMT.

The School may determine whether a pupil’s conduct falls in line with the above points 1-5 on the balance of probabilities having regard to the information known to the School, whether or not such information would be legally admissible as evidence.

As outlined in the School’s Terms and Conditions, the Warden is entitled to exercise a wide discretion in relation to the School’s policies and rules. Each case will be considered in a reasonable and lawful manner, with procedural fairness. In some cases, there may be mitigating circumstances; if so they will be carefully considered.

The parents accept the authority of the Warden to take all reasonable disciplinary or preventative action necessary to safeguard and promote the welfare of the pupil and the School community as a whole.

## Supportive Regime

Pupils are encouraged to discuss any anxieties about drugs with a member of staff or other responsible adult. Pupils also have access to information about outside agencies able to provide advice and assistance and accredited counselling services can be recommended by the School in appropriate circumstances.

Matters brought to light by a pupil or their parents, in circumstances which are genuine, will be ‘ring-fenced’ from the disciplinary sanctions outlined in this policy. In such cases, advice and support will be given to the pupil and their parents. The pupil may remain in the School if both the pupil and parents agree to a supportive regime in which the pupil promises:

1. Not to breach the School’s Drugs Policy, and
2. Agrees to regular testing at the parent’s expense, for the remainder of his/her school career.

Such a circumstance would require cooperation from parents and the pupil with the School in every respect. And failure to cooperate with a reasonable request of the senior management, or a failed drug test, would result in the pupil being required to leave the School. See Appendix 1, 'Supportive regime'.

A pupil who is involved with drugs outside of this context will face full disciplinary consequences.

## Confidentiality

The records of testing will not be used for any other purpose and they will be destroyed, unless required by the police, or where appropriate after the final conclusion of an appeal. If a pupil is required to leave the School, then the record of testing will be destroyed, unless required by the police.

## Police

It is a criminal offence to possess, consume, or supply certain drugs. In such cases parents and pupils can expect that the police will be informed, according to the discretion of the Warden. The School seeks to uphold the rule of law and support the work of police in fighting drugs in the local area. Police are therefore informed not with a vindictive aim towards the pupil(s) involved, but rather to provide police with intelligence that might help protect other pupils and the wider community.

## Advice to Parents

Watch out for signs of drug use:

- loss of appetite;
- being either unusually sleepy or unable to sleep at night;
- bouts of talkative, excitable and overactive behaviour;
- being unusually irritable, aggressive and even violent;
- changing moods, from happy and bright to moody and confused, for no apparent reason;
- telling lies or acting secretively;
- losing interest in schoolwork and truanting; changing friendship patterns;
- losing interest in hobbies and sport;
- money or valuables disappearing from the home;
- coming to the notice of police for unruly, disorderly behaviour or dishonesty;
- unusual spots, sores and marks on body, arms or around the mouth and nose; and
- stains and chemical smells on clothing and about the body.

The following external agencies may be helpful

| Organisation  | Contact  |
|---|--|
| Addaction: is one of the UK's largest specialist drug and alcohol treatment charities. As well as adult services, they provide services specifically tailored to the needs of young people and their parents. The Skills for Life project supports young people with drug misusing parents. | <a href="http://www.addaction.org.uk">www.addaction.org.uk</a>   |
| ADFAM: offers information to families of drug and alcohol users, and the website has a database of local family support services.   | <a href="http://www.adfam.org.uk">www.adfam.org.uk</a><br>Tel: 020 7533 7640<br>Email: admin@adfam.org.uk            |
| Drug Education Forum: This website contains a number of useful papers and briefing sheets for use by practitioners.   | <a href="http://www.drugeducationforum.com">www.drugeducationforum.com</a>   |
| DrugScope: A centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service. DrugScope also hosts the Drug Education Practitioners Forum.         | <a href="http://www.drugscope.org.uk">www.drugscope.org.uk</a><br>Tel: 020 7520 7550<br>Email: info@drugscope.org.uk |
| Family Lives: A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects.  | <a href="http://familylives.org.uk">http://familylives.org.uk</a>  |

| Organisation   | Contact   |
|--|---|
| FRANK: 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. | <a href="http://www.talktofrank.com">www.talktofrank.com</a><br>Tel: 0800 776600 (24 hour helpline)<br>Email: frank@talktofrank.com           |
| Mentor UK: A non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives.   | <a href="http://www.mentoruk.org.uk">www.mentoruk.org.uk</a><br>Tel: 020 7739 8494<br>Email: admin@mentoruk.org                               |
| Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse): A national charity providing information for teachers, other professionals, parents and young people.  | <a href="http://www.re-solv.org">www.re-solv.org</a><br>Tel: 01785 817885<br>Information line: 01785 810762<br>Email: information@re-solv.org |

Supportive Regime

Date: \_\_\_\_\_

Full name of pupil: \_\_\_\_\_

Pupil's date of birth: \_\_\_\_\_

1. I have made a voluntary admission that I have violated the terms of the School's Drugs Policy.
2. As an alternative to disciplinary process, the Warden / Sub-Warden has offered me a supportive regime under which:
  - I agree to abide by the terms of the School's Drugs Policy, which I have read and understood. I hereby pledge that I will not violate the terms of this policy again whilst at St Edward's.
  - For the remainder of my school career, without obligation on the part of the School, I may at any time be asked to provide a hair, blood, saliva, urine or perspiration sample under medical supervision for analysis in accordance with the procedures described in the policy.
  - I understand that I may be asked to provide a hair, blood, saliva, urine or perspiration sample at any reasonable time even though no grounds exist at that time to suspect that I have been involved with drugs or substances.
  - I agree to be subject to this regime and to co-operate with the School in every respect. I understand that the School will take all reasonable care to preserve my confidentiality and human rights in the operation of this regime.
  - I understand that I will be expected to engage in an accredited drugs counselling programme for a probationary period of time.
3. I also understand that, if without good reason, I fail to co-operate with this regime or if a test proves positive, I will be required to leave St Edward's School.

Signed: \_\_\_\_\_

Declaration of parents/guardian/education guardian

I/We, the undersigned, have read and agreed to the St Edward's School's Drugs Policy and this Appendix. For my/our part, I/we accept the Warden's / Sub-Warden's offer of a supportive regime for the above-named pupil.

I/We undertake to co-operate with the screening procedure in all respects and to pay any associated charges.

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Full Name: \_\_\_\_\_

Full Name: \_\_\_\_\_

Relationship to Pupil: \_\_\_\_\_

Relationship to Pupil: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_