

# Drugs Policy

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## 1. Ethos

- 1.1 The philosophy of Futura Learning Partnership (the trust) is to provide a supportive and nurturing environment in which all pupils and students are enabled to develop their learning and personal skills. This strives carefully to prepare them for the opportunities, responsibilities and experiences they may encounter in their future lives and this policy has been written in accordance with this philosophy.

## 2. Rationale

- 2.1 As part of the Education and Inspections Act 2006 The trust has a duty to promote pupils'/ students' wellbeing, schools have a clear role to play in preventing drug misuse as part of their pastoral responsibilities.

- 2.2 To support this, the trust ensures that all teaching staff have the information, advice and power to:

- Provide accurate information on drugs and alcohol through education and targeted information;
- Tackle problem behaviour in schools, by providing clear guidance on legal responsibilities and procedures for drug related issues;
- Work with local voluntary organisations, health partners, the police and others to prevent drug or alcohol misuse.

- 2.3 The trust is committed to giving pupils/students the opportunity to explore moral, cultural, spiritual, personal and social issues in order to develop well informed and confident young people who are able to make appropriate choices. We also want to ensure that pupils/students feel safe and comfortable in their learning. A positive culture of respect is created and this helps form the basis of PSHE teaching and learning at each trust school.

- 2.4 The trust does not condone the misuse of drugs and/or alcohol by any members of the school, nor the illegal supply of the substances. We have a responsibility to deal with drug-related incidents and have set up procedures to deal with these.

(See Diagram A)

- 2.5 Where the document refers to drugs, this includes alcohol, tobacco, illegal drugs, medicines, new psychoactive substances ("legal highs") and volatile substances, unless otherwise specified. The policy applies to all activities in school, school trips and visits and whilst pupils/students travel on the way to or on the way home from school.

- 2.6 All action is taken in line with the following legislation/guidance:

- Education and Inspections Act 2006
- Psychoactive Substance Act 2016
- Drug Strategy 2010 Reducing Demand, Restricting Supply, Building Recovery: Supporting People to Live a Drug Free Life

- DfE and ACPO Drug Advice for Schools 2012
- DfE Searching, Screening and Confiscation 2018
- New Psychoactive Substance (NPS) Resource pack for informal educators 2015
- FRANK - [www.talktofrank.com](http://www.talktofrank.com)

2.7 This policy should be read in conjunction with other relevant policies.

- The trust Child Protection and Safeguarding Policy
- Bedminster Down School Behaviour Policy
- Bedminster Down School PSHE Policy
- The trust Educational Visits Policy
- The trust Supporting Students with Medical Conditions Policy
- The trust Code of Conduct

### 3. Definition

- 3.1 A drug is a substance, which, when taken into the body, changes the way we feel, the way we see things and the way the body works.
- 3.2 The policy covers a range of drugs including medicines, volatile substances, alcohol, tobacco, and illegal drugs.
- 3.3 Each trust school will ensure that potentially harmful substances are stored safely, and pupils/students supervised carefully in the event of them having to be used in the course of their work.

### 4. Background

- 4.1 The vast majority of children and young people of school-age have never used an illegal drug. While the number of school-age children trying alcohol is falling, those who are drinking are drinking more. Most students will at some stage be occasional users of drugs for medicinal purposes and a number will try tobacco. Some will continue to use on a regular basis. There are complex motivations behind a young person's decision to first experiment with alcohol, tobacco, volatile substances and illegal drugs.
- 4.2 Through education, it is important to cover the full range of harms associated with legal and illegal drugs, including alcohol and ensure that drug education aims to prevent these in a credible way. All pupils/students are likely to be exposed to the effects and influences of drugs in the wider community and be increasingly exposed to opportunities to try both legal and illegal drugs. We therefore fully acknowledge our responsibility to consider our response to drugs.
- 4.3 The aim of drug education for each trust school is to provide opportunities for pupils/students to develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of healthy lifestyle, relating this to their own and others' lifestyles. This includes:

- i. the rules and laws relating to drugs
- ii. the short and long term effects and risks of drugs
- iii. the impact of drugs on individuals, families and communities
- iv. the impact of peer pressure
- v. how to seek advice
- vi. addressing stereotypes
- vii. analysing drugs and the media

## 5. Aims of the Policy

5.1 The aims of this policy are to clarify the responsibilities of the trust taking into account local and national guidance and to:

- Reinforce and safeguard the health and safety of pupils/students and others who use each school.
- Clarify the trust's approach to drugs for all staff, pupils, students, governors, parents/carers, external agencies and the wider community.
- Ensure that the response to incidents involving drugs complements the overall approach to drug education and the values and ethos of each trust school.
- Respond to any individual within each school's community in need of support.
- Provide a basis for evaluating the effectiveness of the trust's drug education programme and the management of incidents involving illegal and other unauthorised drugs.
- Reinforce the role of trust schools in contributing to local and national strategies.
- Establish an atmosphere/environment/situation in which each school is free from the misuse of any drugs.

## 6. Our Role

6.1 Each trust school promotes pupils'/students' wellbeing. We understand that the trust has a role to play in preventing drug misuse and we will educate children and young people as part of our pastoral responsibility.

6.2 **We aim to**

- Provide accurate information on drugs and alcohol through education and targeted information;
- Where necessary, use the powers of search and confiscation in line with Government guidance;
- Work with local voluntary organisations, the police and others to prevent drug or alcohol misuse.

### 6.3 In response to this issue the trust has:

- Developed our Drugs Policy which sets out our role in relation to all drug matters – this includes the content and organisation of drug education, and the management of drugs and medicines within school boundaries and on school trips.
- Designated a member of the Senior Leadership Team in each school as the member of staff with responsibility for the Drug Policy and all drug issues within the school, working with suitably trained partners and colleagues.
- Developed this Drug Policy in consultation with the whole trust community including pupils/students, parents/carers, staff and governors.
- Established good relationships with local children and young people’s services, health services and voluntary sector organisations to ensure support is available to pupils/students affected by drug misuse (including parent/carer drug or alcohol problems).
- Identified supportive national organisations and included them at the end of this policy.

## 7. Procedure Following an Incident

7.1 The trust is well placed to decide on the most appropriate response to tackling drugs issues. It ensures it is effective at doing this by:

- publicising this policy to the each school’s community;
- ensuring that drug education is part of a well-planned programme of education delivered in a supportive environment, where pupils/students are aware of the school rules, feel able to engage in open discussion and feel confident about asking for help if necessary;
- ensuring staff have access to training and support.

7.2 The trust will consider each incident individually and employ a range of responses to deal with these. Parents/carers will be informed about the incident as soon as the facts of the case have been established.

## 8. Cigarettes (Tobacco) and E-cigarettes

8.1 Cigarettes must never be brought into school.

8.2 Any pupil/student who is found smoking or using an E-cigarette/Vape Pen or is with a group of young people that are found to be demonstrating this behaviour will be referred to Assistant Principal Culture & Ethos and an appropriate internal punishment issued.

8.3 Repeat offences will be dealt with by using the sanction of fixed term exclusion. Persistent offenders may be permanently excluded.

8.4 If a person passes or sells cigarettes or E-cigarettes/Vape Pen to another pupil/ student then they will be excluded. Persistent offenders may be permanently excluded.

8.5 Pupils/students who find it difficult to stop smoking will be signposted to the school nurse and local support to stop services.

## **9. Alcohol**

- 9.1 Trust schools and their premises are alcohol free zones. Schools do not allow any alcohol to be consumed on school premises without prior authorisation for pre-arranged social gatherings for adults sanctioned by the Principal/Headteacher. Anyone found to be in breach of this rule will be dealt with by the Principal/Headteacher.
- 9.2 Any pupil/student who is found with or under the influence of alcohol will be referred to Assistant Principal Student Support and appropriate medical assistance sought in the first instance.
- 9.3 Pupils/students who may be vulnerable because of their alcohol misuse will be referred to an appropriate support team offered by the local authority, such as Project 28 (B&NES) and YPDAS (Young Persons Drugs and Alcohol Service in South Gloucestershire).
- 9.4 Any pupil/student who is found with or under the influence of alcohol will be dealt with by using the sanction of fixed term exclusion. Persistent offenders may be permanently excluded.
- 9.5 If a person passes or sells alcohol to another pupil/student then they will be excluded. Persistent offenders may be permanently excluded.

## **10. New Psychoactive Substances (NPS)/Solvents/Chemicals**

- 10.1 New Psychoactive Substances (NPS)/Solvents/Chemicals are hazardous to health. Pupils/students are not permitted to bring solvents into school. This includes correction fluid and pens, 'Tipp-ex' thinners or glue. Pupils/students are permitted to bring felt tip pens to school.
- 10.2 All members of staff are responsible for the safe storage and use of solvents in their classroom. Where possible these should be locked away when not in use. This includes glues and paints.
- 10.3 Cleaners and premises staff should also ensure that their stores are locked when not in use and that solvents are held in a secure place.
- 10.4 Any pupil/student who is found with or under the influence of solvents/chemicals will be referred to either Assistant Principal Student Support or AP Culture & Ethos and appropriate medical assistance sought in the first instance.
- 10.5 A pupil/student who is found with or under the influence of New Psychoactive substances/solvents/chemicals will be dealt with by using the sanction of fixed term exclusion. Persistent offenders may be permanently excluded.
- 10.6 If a person passes or sells solvents/chemicals to another pupil/student then they will be excluded. Persistent offenders may be permanently excluded.

## **11. Drug Related Incidents**

- 11.1 Specific cases will be dealt with as shown in Diagram A.

- 11.2 The Academy Governance Committee of each school will be informed of any drug-related incidents.
- 11.3 The Principal/Headteacher will take responsibility for liaison with the media, where required.
- 11.4 Any pupil/student who is proven either to have supplied an illegal substance (drug) or New Psychoactive Substances (NPS) to another pupil/student or to have used an illegal substance (drug) during the course of a school day, during a school organised activity or at any other time when the authority of the school pertains, may be permanently excluded from the school, subject to the relevant procedures.
- 11.5 Any response to drug-related incidents needs to balance the needs of the individual pupils/students concerned with the wider school community. In deciding what action to take we will follow the Bedminster Down School Behaviour policy.

Additionally:

- When dealing with such issues we will also be mindful of DfE Exclusion Guidance.
- Drug use can be a symptom of other problems. We will also be ready to involve or refer pupils/students to other services when needed. This would usually be as a result of consultation with parents/carers.
- Sources of advice and local services are listed at the end of this policy.

## **12. Searching and Confiscation, the General Power to Confiscate**

- 12.1 Schools' general power to discipline, as set out in Section 91 of the Education and Inspections Act 2006, enables a member of staff to confiscate, retain or dispose of a pupils'/student's property as a disciplinary penalty, where reasonable to do so.
- 12.2 Where the person finds other substances which are not believed to be controlled drugs these can be confiscated where a teacher believes them to be harmful or detrimental to good order and discipline. This would include novel psychoactive substances or 'legal highs'. If school staff are unable to identify the legal status of a drug, it should be treated as a controlled drug.
- 12.3 We follow the government's guidance on Screening, Searching and Confiscation (2018).

## **13. Involving parents/carers and dealing with complaints**

- 13.1 Each trust school is not required to inform parents before a search takes place or to seek their consent to search their child.
- 13.2 There is no legal requirement to make or keep a record of a search, but we may do so.
- 13.3 Each trust school normally informs the individual pupil's/student's parents/carers where alcohol, illegal drugs or potentially harmful substances are found, though there is no legal requirement to do so.
- 13.4 Complaints about searching should be dealt with through the normal trust Complaints Procedure.

## **14. Working with the Police**

- 14.1 A member of each school's Leadership Team will liaise with the police from time-to-time to discuss a range of community based issues.

## **15. Legal drugs**

- 15.1 The police will not normally need to be involved in incidents involving legal drugs, but each trust school will inform trading standards or police about the inappropriate sale or supply of tobacco, alcohol, NPS or volatile substances to students in the local area.

## **16. Managing Medicines**

- 16.1 Some pupils/students may require medicines that have been prescribed for their medical condition during the school day. These are managed in line with the Support for Students at School with Medical Conditions Policy, locally agreed guidance and in consultation with parents/carers and other medical professionals.

## **17. Controlled drugs**

- 17.1 In taking temporary possession and disposing of suspected controlled drugs we will endeavour to:
- ensure that a second adult witness is present throughout;
  - seal the sample in a plastic bag and include details of the date and time of the seizure/find and witness present;
  - store it in a secure location, such as a safe or other lockable container with access limited to senior members of staff;
  - notify the police without delay, who will collect it and then store or dispose of it in line with locally agreed protocols. The law does not require a school to divulge to the police the name of the pupil/student from whom the drugs were taken but it is advisable to do so;
  - record full details of the incident, including the police incident reference number;
  - inform parents/carers, unless this is not in the best interests of the pupil/student;
  - identify any safeguarding concerns and develop a support and disciplinary response (see below).

## **18. Intervention**

- 18.1 We will work with parents/carers to help identifying pupils/students at risk of drug misuse. The process of identifying will aim to distinguish those who require general information and education, those who could benefit from targeted prevention, and those who require a more detailed assessment of their needs.

## **19. Students whose parents/carers or family members misuse drugs**

- 19.1 Each trust school will be alert to behaviour which might indicate that the child is experiencing difficult home circumstances. All staff will also be pro-active in the early identification of children's and young people's needs and in safeguarding the children in our care. Members of staff will report any concerns relating to drug taking of parents/carers to the Designated Safeguarding Lead.
- 19.2 Screening is important in assessing needs. Where problems are observed or suspected, or if a child chooses to disclose that there are difficulties at home and it is not deemed a safeguarding issue:
- we will assess the pupil's/student's welfare and support needed.
  - we may consider asking for support for the child such as Children's Services,
  - we may approach external support services and, where appropriate, the family.

## **20. Confidentiality**

- 20.1 We will have regard to issues of confidentiality (although staff cannot promise total confidentiality to pupils/students). More information on confidentiality can be found in the trust Child Protection and Safeguarding Policy.

## **21. Tobacco – Smoke Free Schools**

- 21.1 We are subject to the same smoke free legislation as other premises but go further:
- Bedminster Down School is a smoke-free site;
  - Bedminster own School provides information and support for smokers to quit e.g. promoting access to smoking cessation classes, which may be provided on the school site.
  - Children and young people should understand the use of cigarettes and e-cigarettes is not permitted.
- 21.2 The trust is committed to protecting the health, safety and welfare and of all those who work for us by providing a safe place of work and protecting all workers, service users and visitors from exposure to smoke.

- 21.3 All of our workplaces (including vehicles owned or used by the School) are smoke-free and all staff, pupils, students and visitors have a right to a smoke-free environment.
- 21.4 This policy complies with the Health Act 2006 and associated regulations.
- 21.5 This aspect of the policy does not form part of any employee's terms and conditions of employment and is not intended to have any contractual effect.
- 21.6 This policy covers all individuals working at all levels and grades, including the Principal/Headteachers, members of the Senior Leadership Team, officers, Directors, employees, contractors, trainees, home-workers, part-time and fixed-term employees, casual and agency staff (collectively referred to as "staff" in this policy).
- 21.7 Third parties who have access to our premises (such as consultants, contractors, and visitors) are also required to comply with this aspect of the policy.
- 21.8 Each trust school is committed to a programme of action to make this policy effective and to bring it to the attention of all staff and all staff are required to comply with and support this policy.
- 21.9 All members of the Senior Leadership Team have a specific responsibility to operate within the boundaries of this policy, ensure that all staff understand the standards of behaviour expected of them and to take action when behaviour falls below its requirements
- 21.10 Smoking is strictly prohibited anywhere on or in school premises and during staff's normal hours of work for the school. The ban applies to anything that can be smoked and includes, but is not limited to, cigarettes, electronic cigarettes, vape pens, pipes (including water pipes such as shisha and hookah pipes), cigars and herbal cigarettes.
- 21.11 Breaches of this aspect of the policy by staff will be dealt with under the school's Disciplinary Policy and Procedure and, in serious cases, may be treated as gross misconduct leading to summary dismissal.
- 21.12 Smoking in smoke-free premises or vehicles is also a criminal offence and may result in a fixed penalty fine and/or prosecution.

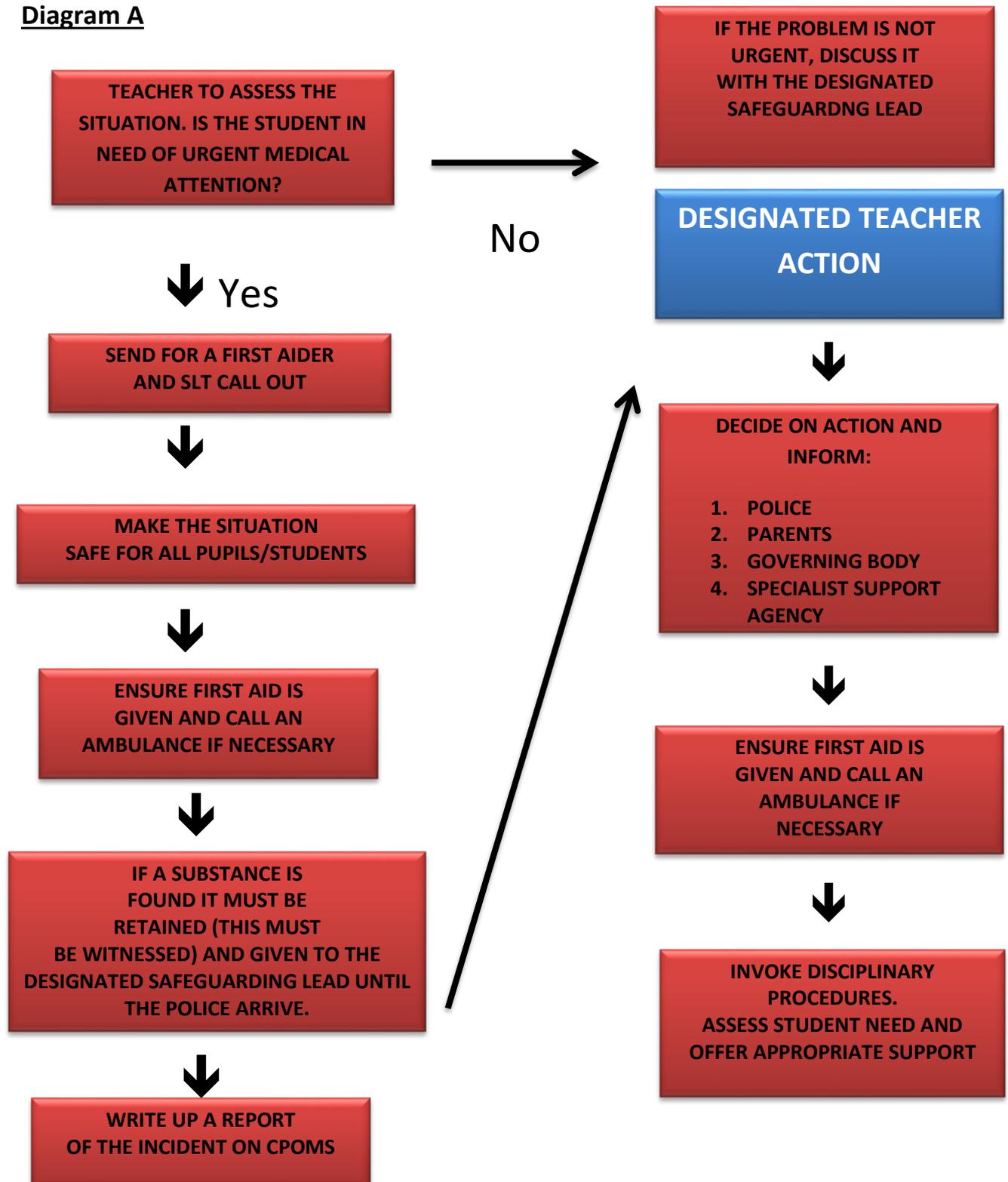
## **22. Monitoring and review**

- 22.1 The trust Child Protection and Safeguarding Lead shall monitor and review this policy every two years.
- 22.2 This policy will be approved by the Trust Board via the relevant committee.

## Appendix A

### Teacher Action in the Event of a Drug Related Incident at Bedminster Down School

Diagram A



## Appendix B

### Useful Organisations

**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.

Website : [www.addaction.org.uk](http://www.addaction.org.uk)

**ADFAM** offers information to families of drug and alcohol users, and the website has a database of local family support services. Tel: 020 7553 7640 Email: [admin@adfam.org.uk](mailto:admin@adfam.org.uk)

Website: [www.adfam.org.uk](http://www.adfam.org.uk)

**Alcohol Concern** works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems.

Tel: 020 7264 0510. Email: [contact@alcoholconcern.org.uk](mailto:contact@alcoholconcern.org.uk)

Website: [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)

**ASH** (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco. Tel: 020 7739 5902 Email: [enquiries@ash.org.uk](mailto:enquiries@ash.org.uk)

Website: [www.ash.org.uk](http://www.ash.org.uk)

**Drinkaware** An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimize alcohol related harm. Tel: 020 7307 7450 Website: [www.drinkaware.co.uk](http://www.drinkaware.co.uk)

**Drinkline** A free and confidential helpline for anyone who is concerned about their own or someone else's drinking. Tel: 0800 917 8282 (lines are open 24 hours a day)

**DrugScope** is 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. Tel: 020 7520 7550,

Email: [info@drugscope.org.uk](mailto:info@drugscope.org.uk) Website: [www.drugscope.org.uk](http://www.drugscope.org.uk)

**FRANK** is 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. 24 Hour Helpline: 0800 77 66 00 Email: [frank@talktofrank.com](mailto:frank@talktofrank.com)

Website: [www.talktofrank.com](http://www.talktofrank.com)

**National Children's Bureau** promotes the interests and well-being of all children and young people across every aspect of their lives. Tel: 020 7843 6000 Website: [www.ncb.org.uk](http://www.ncb.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.

Tel: 0800 800 2222 Website: <http://familylives.org.uk>

**Project 28** The project's staff team seeks to provide holistic packages of care to young people in the BANES area with problematic substance misuse support needs.

Contact: Matty Byrne [Tel : 01225 463344](tel:01225463344)

Website <https://www.dhi-online.org.uk/get-help/young-peoples-drug-alcohol-services/bath-north-east-somerset-project-28>

**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. Tel: 01785 817885 Information line: 01785 810762 Email: [information@re-solv.org](mailto:information@re-solv.org)  
Website: [www.re-solv.org](http://www.re-solv.org)

**Smokefree** NHS Smoking Helpline: 0800 169 0 169 Website: <http://smokefree.nhs.uk>

**Directgov Young People** can help young people with information and advice on issues relating to health, housing, relationships with family and friends, career and learning options, money, as well as helping young people find out about activities they can get involved in.

<http://www.direct.gov.uk/en/YoungPeople/index.htm>

**Youth Offending Teams** - Local Youth Offending Teams are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to [prevent offending by young people under the age of 18. <http://www.justice.gov.uk/global/contacts/yjb/yots/index.htm>