

# St Patrick's RC High School



## Alcohol, Drugs, Tobacco and Substance Abuse Policy

Review Date: Autumn 2020-2021

Date of Next Review: Autumn 2021-2022

Prepared By: M Connelly

Committee: Pupil Welfare

Statutory: Not statutory

Signed: ..... (Headteacher)

St Patrick's RC High School

Alcohol, Drugs, Tobacco and Substance Abuse Policy

## **School Mission Statement**

Our outstanding school community is guided by the gospel values of: love, forgiveness, reconciliation, justice, integrity, humility and truth. Faith and worship are lived, taught and celebrated. We recognise the importance of service to others and the opportunity to be witnesses to Christ in our community.

All are unique and strive for personal growth. We celebrate the pursuit of academic excellence, applaud ambition and value the achievements of all. Our pupils are expected to achieve their best and use their learning to make a difference in the world they live in.

## **School British Values Statement**

St Patrick's teachers uphold public trust in the profession and maintain high standards of ethics and behaviour. Teachers do this by not undermining fundamental British values and ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law.

## **Rationale**

The aim of this policy is to acknowledge and clarify the school's role in drug use prevention and education and ensure it is appropriate to pupils' needs. The policy provides information and guidance about drug education, as well as procedures to respond to any drug-related incident, for pupils, teachers, support-staff and outside agencies or individuals.

The policy aims to ensure that the approach taken on the issue of drugs is a whole-school one and is part of our commitment to and concern for the health and well-being of the whole school community. Teachers will need to be confident and skilled to teach drug education and pupils need to receive up to date, relevant and accurate information as well as support.

This policy aims to make clear procedures for responding to and managing drug-related incidents. Sanctions for incidents will be consistent with the school's behaviour policy. This policy should also be read in conjunction with the PSHE, medicines, health and safety, smoking, safeguarding and SEN policies. As a matter of course, all staff, parents/carers and pupils are reminded of this policy on an annual basis. This policy applies at all times to the school premises, school transport as well as school visits/trips/fieldwork/ residential etc.

Definition: "Drugs" are taken here to mean those that are legal, such as alcohol, tobacco and solvents, over the counter and prescribed drugs, and illegal drugs such as cannabis, ecstasy, amphetamines, heroin, crack/cocaine, LSD, Novel Psychoactive Substances (NPS – commonly known as legal highs) and any other substances covered by the 1971 misuse of drugs act; psychoactive substances act 2016, or that is subject to a temporary class drug order(TCDO). The school prohibits all substances having psychoactive effects on the brain: depressants, stimulants, cannabinoids, and hallucinogens.

The school believes that the possession and or use of such drugs in school, during the school day or while travelling to/from school is inappropriate. The drugs/substances covered by this policy are not to be bought, sold or otherwise exchanged or brought onto school premises during the school day, or while pupils are on school visits. Individual exceptions may be made for pupils who require prescription medicines where appropriate.

## **Drugs on school premises**

The legal definition of school premises includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles, boats, marquees or any venue managed by the school at the time e.g. premises of a school trip or visit.

- Medicines:

The school has a policy/procedure for the administration of medicines that must be followed for everyone's safety.

- Alcohol:

No alcohol may be brought on to school premises or consumed during the course of a school day. Any adult (or staff, students, parents, carers and visitors) under the effects of alcohol will be asked to leave the premises and return at a later date for the safety of the whole school. Parents will be asked to remove their children from the school and will be encouraged to seek immediate medical support.

- Smoking:

School premises are a no smoking site at all times. Students are not permitted to bring to school smoking materials, including matches and lighters. In the interests of health and safety, should a student be found in possession of any of these on school premises, they will be confiscated and parents informed. Smoking on school premises contravenes the school behaviour policy, therefore pupils will be sanctioned proportionately to the incident. This also applies to "vaping" and the use of electronic cigarettes.

- Illegal drugs and "psychoactive substances":

No illegal drugs, new psychoactive substances or Drugs Paraphernalia are allowed to be brought on to, or used on school premises. Bringing any such items onto school premises is considered a serious breach of this drugs policy. Seeking to influence or glamorise illegal drug use or the use of psychoactive substances either in person on school premises or via social networking sites is also considered a serious breach of this drugs policy.

- Solvents:

The school will ensure that potentially hazardous substances it authorises are stored safely, and students will be supervised if it is necessary that they come into contact with them in the course of their work. Students are not permitted to be in possession of solvents. Bringing solvents or hazardous substances onto school premises is considered a serious breach of this drugs policy.

## **Right to Search**

In line with the DFEs " Searching, screening and confiscation" published Jan 2018, the school reserves the right to search students if they have reason to believe that they are carrying offensive weapons, illegal substances or anything that is illegal or dangerous. Similarly, students can expect to be physically restrained if they present a danger to themselves or other members of the community.

Searches will be carried out by Heads of Year, Pastoral Leaders or members of the Senior Leadership Team. Searches will be conducted with two members of staff present and the person searching will be of the same gender. Parents and Carers will always be informed when this has happened.

If inappropriate articles are brought into school or used inappropriately they may be confiscated and kept in the school safe for collection by Parents and Carers at the end of the day. If these items are dangerous or illegal they will be handed to the Police for safe disposal.

If students are involved with any activity which breaks the law the police may be involved in the confiscation of items, Restorative Justice Conferencing, unless there are reasons why this should not be the case (for instance, serious safeguarding concerns) (an approach to justice that focuses on the needs of the victims and the offenders, as well as the involved community, instead of satisfying abstract legal principles or punishing the offender), group work and education as well as links with home. Parents and Carers will always be informed when the police are involved and given the opportunity to attend any interviews.

**Drug Education:** The school provides a planned drug education curriculum through the following: The National Curriculum science order outlines the content of the *statutory* drugs education:

- Key Stage 3, 11-13 year olds should be taught that abuse of alcohol, solvents, tobacco and other drugs affects health; that the body's natural defences may be enhanced by immunisation and medicines; and how smoking affects lung structure and gas exchange
- Key Stage 4, 13-16 year olds should be taught the effects of solvents, tobacco, alcohol and other drugs on body functions.

Other discretionary topics will be delivered through, assemblies, PSHE and outside agencies and will reflect knowledge, understanding, attitudes and social skills that will:

- Enable pupils to make healthy, informed choices
- Promote positive attitudes to healthy lifestyles
- Provide accurate information about substances
- Increase understanding about the implications and possible consequences of use and misuse
- Widen understanding about related health and social issues
- Enable young people to identify sources of appropriate advice and personal support

On the whole, it will be teachers and outside agencies who will teach drug education. Such agencies should be used in a planned way and their contributions evaluated.

Teachers will have access to on-going advice, support and training as part of their own professional development. The school actively cooperates with agencies such as the Local Authority, Police, health and drug agencies.

Statutory duty of the school: The Headteacher takes overall responsibility for the policy and its implementation, for liaison with the Governors' Pupil Welfare Committee, parents/carers, Local Authority and appropriate outside agencies. The Headteacher will ensure that all staff dealing with substance issues are adequately supported and trained.

Where it is suspected that substances are being sold on the premises, details regarding those involved, and as much information as possible, will be passed to the Police.

Implementation of the policy: For incidents involving substance misuse or supply on the premises/during the school day, and following discussion with the pupil and staff, action will proceed as follows.

The school has adopted the procedures as laid out in Drugs: advice for schools (DFE-00001-2012)

- Any medical emergencies will be dealt with as per Appendix A
- In cases of substance use/misuse or supply on the premises, during the school day or during school visits etc., the case will be discussed with the young person and a written record taken (see Appendix C); parents/carers will be informed by the head teacher as soon as possible. The support of outside agencies will be sought if appropriate

Any response to drug related incidents needs to balance the needs of the individual student concerned with the wider school community.

Exclusion from school is not an automatic response to a drug incident but permanent exclusion is considered in serious cases where:

- There is a serious breach or persistent breaches of our Drugs and/or Behaviour Policies and
  - Allowing a student to remain at St Patricks RC High School would seriously harm the education, safety or welfare of the student or others in the school
- If a young person admits to using or supplying substances off the premises, the appropriate action will be to inform the Head of Year who will inform the Designated Safeguarding Lead, who will in turn inform the Headteacher. Contact will be made with the parents/carers.
  - While there is no legal obligation to inform the police, they may also be involved at the discretion of the Headteacher in consultation with Governors' Pupil Welfare Committee and members of staff who know the young person well
  - The school will consider each incident individually and will employ a range of responses to deal with each incident. Specific cases will be managed as per Appendix B: all staff, pupils, parents/carers will be informed of these issues.
  - The nominated Governors for Drugs awareness will be involved in decisions relating to drug-related incidents where they are interconnected with other matters relating to the school.
  - The Headteacher will take responsibility for liaison with the media, where required.

Governors, all staff, parents/carers and young people will be reminded of this policy, and its procedures annually.

APPENDIX A : Drug situation – medical emergencies

APPENDIX B : Situations involving drugs without medical authority

APPENDIX C : Record of drug-related situation (a specimen record sheet)

APPENDIX D: Useful organisations

Appendix A : Drug situations – Medical Emergencies

The procedures for an emergency apply when a person is at immediate risk of harm. A person who is unconscious, having trouble breathing, seriously confused or disorientated or who has taken any harmful toxic substance, should be responded to as an emergency.

The main responsibility is for the pupil at immediate risk, but you also need to ensure the wellbeing and safety of others. Put into practice the school's first-aid procedures. If in any doubt, call medical help.

Always:

- Assess the situation
- If a medical emergency, send for medical help and ambulance

Before assistance arrives

*If the person is conscious:*

- Ask them what has happened and to identify any drug used
- Collect any drug sample and vomit for medical analysis
- Do not induce vomiting
- Do not chase or over-excite them if intoxicated from inhaling a volatile substance
- keep them under observation, warm and quiet

If the person is unconscious:

- Ensure that they can breathe and place in the recovery position
- Do not move them if a fall is likely to have led to spinal or other serious injury which may not be obvious
- Do not give them anything by mouth
- Do not attempt to make them sit or stand
- Do not leave them unattended or in charge of another pupil
- Notify parents/carers

For needle stick(sharps) injuries:

- Encourage wound to bleed. Do not suck. Wash with soap and water. Dry and apply waterproof dressing

- If used/dirty needle seek advice from a doctor

When medical help arrives

- Pass on any information available, including vomit and any drug samples

Complete a medical record form as soon as you have dealt with the emergency.

This form is based on Appendix 9 of Drugs: guidance for schools.

“Drugs” refers to all drugs including medicines (prescription and “over the counter”), volatile substances, alcohol, tobacco, Novel Psychoactives and illegal drugs

Appendix C: Record of incident involving unauthorised drug

1 For help and advice, telephone the Local Authority

2 Complete this form WITHOUT identifying the pupil involved

3 Copy the form

4 Send the copy within 24 hours of the incident to the LA

5 KEEP the original, adding the pupil's name and form – store securely.

*Tick to indicate the category:*

Drug or paraphernalia found ON school premises	<input type="checkbox"/>	Pupil disclosure of drug use	<input type="checkbox"/>
Emergency/Intoxication	<input type="checkbox"/>	Disclosure of parent/carer drug misuse	<input type="checkbox"/>
Pupil in possession of unauthorised drug	<input type="checkbox"/>	Parent/carer expresses concern	<input type="checkbox"/>
Pupil supplying unauthorised drug on school premises	<input type="checkbox"/>	Incident occurring OFF school premises	<input type="checkbox"/>

\*for school records only

Name of pupil * :	Name of school:	
Location of incident*	Time of incident:	
Age of Pupil:	Date of Incident:	
Ethnicity:	Tick box if second or subsequent incident involving same pupil	<input type="checkbox"/>
Gender	Report form completed by:	

First Aid given? YES/NO	Ambulance/Doctor called? YES/ NO
First Aid given by	Called by: Time:
Drug involved (if known): (eg. Alcohol, paracetamol, ecstasy)	Drug found/removed? YES / NO



	Where found/seized:
Senior Staff involved:	Name & signature of witness
	Disposal arranged with police/parents/other
	If Police incident reference number
Name of parent/carer informed*	
Informed by: <span style="float: right;">Time:</span>	
Brief description of Incident (including any physical symptoms):	

Other action taken: e.g. school nurse, other agency, Ed Psychologist report requested, case conference called, staff informed, sanction imposed, Local Authority/Police consulted

Recorded on SIMS	
Passed to M Connelly for File	
Governors' informed	

## APPENDIX D: Useful organisations

Alcohol Change uk 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 3907 8480 Email: [contact@alcoholchange.org.uk](mailto:contact@alcoholchange.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 7404 0242 Email: [enquiries@ash.org.uk](mailto:enquiries@ash.org.uk) Website: <http://ash.org.uk>

Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people. Tel: 01206 714 650 (general queries only) Email: [info@coramclc.org.uk](mailto:info@coramclc.org.uk) Website: [www.childrenslegalcentre.com](http://www.childrenslegalcentre.com)

Children's Rights Alliance for England - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child. Email: [info@crae.org.uk](mailto:info@crae.org.uk) Website: [www.crae.org.uk](http://www.crae.org.uk)

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm. Tel: 020 7766 9900 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: 0300 123 1110 (lines are open 24 hours a day)

Drugwise 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.drugwise.org.uk](http://www.drugwise.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: 0300 123 6600 Email: [frank@talktofrank.com](mailto:frank@talktofrank.com); Website: [www.talktofrank.com](http://www.talktofrank.com)

Mentor UK is 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. Tel: 020 963 2751. Email [admin@mentoruk.org](mailto:admin@mentoruk.org) Website: <https://mentoruk.org.uk/>

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: 0808 800 2222 Website: [www.familylives.org.uk](http://www.familylives.org.uk)

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. Text: 07496 959930 Information line: 01785 810762. Email: [info@re-solv.org](mailto:info@re-solv.org) Website: [www.re-solv.org](http://www.re-solv.org)

Smokefree - NHS Smoking Helpline: 0300 123 1044; Website: <https://www.nhs.uk/smokefree>

Stars National Initiative offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse. Website: [www.childrenssociety.org.uk](http://www.childrenssociety.org.uk)

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. Website: <https://www.gov.uk/youth-offending-team>