

# Silverdale School

## Alcohol, Tobacco and Drugs Policy

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**Chorus Education Trust**

*This document is designed to provide staff guidance, expectations and standards operated in the Trust/School. It is intended as a reference document to enhance and support existing key policies and procedures for the safe and effective running of the Trust school sites. If staff are unclear what is expected of them they should speak to their line manager. Failure to adhere to the Trust's key policies and procedures may lead to disciplinary action.*

***All trust staff (including supply staff and trainees) are accountable for the way in which they exercise authority, their professional judgement, manage risks, use resources and protect pupils, themselves and others from avoidable harm.***

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## Policy Statement

Our Alcohol, Tobacco and Drugs Policy is outlined below.

It is endorsed by the Local Governing Body (LGB), who accept full responsibility for these issues, and require all employees to help in complying with our legal and moral duties. The LGB accept the delegated overall responsibility for all operational matters within the organisation.

This Policy applies to Silverdale School.

**Signed:** .....

**Date:**

**Jon Mordecai, Chair of the Local Governing Body**

## 1. Introduction

Legal drugs form an important part of the society in which we live. People take them to enhance their lives and to eliminate disease and pain. In modern life there is widespread use of legal and illegal drugs both medically and socially. It is important to remember that ‘the majority of young people of school-age have never used an illegal drug’ (DfES/0092/2004).

In this statement, the word “drug” shall be deemed to represent all mood changing substances both legal and illegal, including tobacco and alcohol, solvents, prescribed medicines, steroids and amyl nitrates.

### Drugs: a definition

*‘A substance people take to change the way they feel, think or behave.’*

(United Nations Office on Drugs and Crime)

This definition includes all illegal and legal drugs including alcohol, tobacco and medicines.

The majority of young people of school age have never used an illegal drug. Of those who do experiment with illegal drugs very few will go on to become problem drug users. However, most will at some stage be occasional users of drugs for medicinal purposes and many will try tobacco and alcohol. Every school therefore has a responsibility to consider its response to drugs and all schools are expected to have a policy which sets out the school’s role in relation to all drug matters. (Drugs: Guidance for Schools DFES 2004)

## 2. Managing drugs related incidents

This section should be read in conjunction with the ‘Behaviour for Learning policy’, the ‘Exclusion policy’ and ‘health and safety guidelines’ (and other associated documents).

### What is a drug related incident?

This is an incident which somebody deems reportable, recordable or that needs intervention. This could include finding a student under the influence of drugs, finding sharps or other suspected drugs paraphernalia or the substances themselves. This could also be students disclosing information about knowledge or suspicion of drug use.

### Where can this occur?

On Silverdale premises, including travelling to and from school e.g. students seen taking substances near the local shops then proceeding to/leaving school, or on school trips or visits including residential visits. Incidents reported outside of school site or out of school hours will be taken seriously as detailed in the behaviour policy, but may be referred to the proper authorities (youth service, community drug advisers, police liaison officers, social care direct etc.)

### The 3 main categories

- (a) Those it is **legal** to possess, supply or use at the appropriate age e.g. **tobacco, e-cigarettes, alcohol, nitrous oxide (laughing gas) and other psychoactive substances commonly known as 'legal highs'**. (New psychoactive substances – often incorrectly called legal highs – contain one or more chemical substances which produce similar effects to illegal drugs (like cocaine, cannabis and ecstasy). Although some of these so-called 'legal highs' have been legal in the past, many are currently illegal. Psychoactive Substances Act' came into effect in 2016, which states that none of these drugs are legal to produce, supply, or import (even for personal use) for human consumption.)
- (b) Those it is **illegal** to **possess, supply or use** e.g. cannabis, ecstasy, LSD, amphetamines, cocaine, heroin etc – this is not an exhaustive list of illegal drugs and all illegal drugs can be referred to by a variety of names which are constantly changing.
- (c) Those it is legal to obtain as prescribed medicines but have the potential to cause harm if misused or obtained illegally.

**NO Substance either legal or illegal which fits into any of the above categories can be brought to or used in school.**

**Medication used legitimately can be done so through parental contact with the Medical Officer and SENCO.**

**ALL members of staff, teaching or support, will contact a Senior Member of staff if they have grounds for concern that tobacco, alcohol or drugs are in school.**

### General principles

- **If you receive information or suspect** a student of using or dealing drugs, report the details to a member of SLT and appropriate Key Stage Team immediately. If these are prescribed medicines in their original container, On Call should be requested and the student should be escorted with these medicines to the Medical Officer.
- If you believe a **student is under the influence of drugs**, 'On Call' should be contacted immediately and the student should be escorted to the Key Stage office and a member of SLT should be called for. If the students is incapacitated, the member of SLT and the medical officer should be called urgently.
- **Teachers have the right to ask** students to turn out their possessions. Staff should contact 'On Call' or 'SLT' to carry out searches of any student. If they refuse to do this when asked by senior staff, the police may be contacted. SLT members, under the direction of the Head of School also have the right to search for suspected drugs, alcohol and tobacco.
- If the **drug, drug paraphernalia or the container of the drug** is apparent, this should be 'seized' with another staff member as a witness and should also be taken with the student to members of SLT.

- If a student is found incapacitated, send for the **Medical Officer** immediately. First aid help should be administered by a trained first aider only and immediate contact should be made with parents/carers.
- Containers, paraphernalia and remains of substances should be ‘seized’ with **another member of staff as witness** and sent to the member of SLT and/or the Medical Officer **if the student** is to be sent to hospital. Full details and names of witnesses should be recorded and sent to the member of SLT.

**Information received will be dealt with according to circumstances. The student’s safety will always take priority over the finding the source of the drug.**

### **Drug related incidents are reported to:**

- Parents/carers.
- The Police, particularly when ‘supplying’ is involved.

If a pupil is found in possession of a drug or drug related material, parents will be contacted and the Police will be contacted for advice. Appropriate action will follow. (Please see behaviour & exclusion policy)

If a pupil is suspected of supplying drugs, parents will be contacted and the Police contacted, in order to set up a criminal investigation.

**If the SLT member and/or the Head of School believe ‘supplying’ is involved the student will face permanent exclusion as detailed in the behaviour policy.**

### **Supplying drugs can be defined as:**

- Passing drugs onto another person
- Offering drugs to another person
- Exchanging drugs for money or for ‘favours’.

## **3. Smoking**

By law, the school site is a designated “NO SMOKING” area. No student or staff member should be smoking on site. This includes all tobacco related substances including cigarettes, rolling tobacco, e-cigarettes, vaping and cigars.

Student found to be smoking on site will receive a consequence (see behaviour policy). Items will be confiscated and parents will be informed immediately.

Students who have become addicted to nicotine should be referred for possible support and intervention via the Safeguarding and Inclusion Manager.

## 4. Alcohol

The consumption of alcohol by students is strictly prohibited on school site and in the vicinity of the school (page 3) and whilst on trips, visits and residential visits.

*The only exception would be the Year 13 Prom where students who are 18 and over, will be allowed to drink alcohol sensibly.*

Students who arrive on site after consuming alcohol or caught consuming alcohol on site will be removed from lessons, and their parent/carer will be asked to collect the student.

The school may offer students support via a referral to appropriate agencies. The student will be given a consequence (see behaviour policy) and are likely to be excluded.

## 5. Staff and drugs

Staff members that need help with drug related problems including smoking and alcohol issues, should contact a member of SLT to be signposted for appropriate assistance. Help can also be obtained from the national drug helpline, or FRANK (see supporting notes).

Staff found under the influence of drugs, including to the detriment of their work, will face disciplinary procedures.