



Castle Donington College

Drugs Education Policy

Date ratified and adopted by the Teaching, Learning and Assessment Committee of the Governing Body

6th March 2017

Date for review

March 2020

The College follows Guidance and Advice given by the Government and Local Authority when writing policies; in light of this, changes may need to be made after the adoption of this policy and prior to the review date.

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Governors statement of Drugs Education principles

At Castle Donington College, we will ensure that we provide accurate information on drugs and alcohol through our PSHEE programme as part of our statutory duty to promote pupils' wellbeing; we have a clear role to play in preventing drugs misuse as part of our pastoral responsibilities.

This policy has been written in line with the current DfE Advice and Guidance

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, illegal drugs, medicines, new psychotic substances (legal highs) and volatile substances.

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 have a policy which sets out the school's role in relation to all drug matters. (Drugs: Guidance for Schools DFES 2004)

Equality impact

This policy will help to ensure that the College fulfils the general duty to ensure that all pupils are able to make informed decisions about their personal welfare. ETC

Roles and Responsibilities

The drawing up and reviewing of the policy is the responsibility of the Assistant Principal i/c Behaviour and Safety and the Governor with responsibility for policies.

Planning and co-ordinating the drug education curriculum is the responsibility of the Assistant Principal i/c Behaviour and Safety in liaison with the Heads of Year.

Managing drug related incidents is the responsibility of the Principal.

All Governors have a responsibility towards the delivery of a high quality Drugs Education curriculum

College staff have the information, advice and the power to:

- Provide accurate information on drugs and alcohol through drug education and targeted information via the FRANK service;

- Tackle problem behaviour in schools, with wider powers of search and confiscation. The Governors, Principal and staff will take action against pupils who are found to be carrying and/or dealing drugs in school; and will work with local voluntary organisations, the police and others to prevent drug or alcohol misuse.

National and Local Guidance

Key documents referred to in the writing of this policy:

Drugs: Guidance for Schools DFES 2004

Leicestershire Healthy Schools – ‘A Toolkit for Schools’.

DfE and ACPO drug advice for schools – Sep 2012

Screening searching and confiscation

3 Purpose of the drug policy

This policy sets out our role in relation to all drug matters and is a reference point for all school staff – this includes the content and organisation of drug education, and the management of drugs and medicines within the College boundaries and on trips. It is closely linked to the College’s Child Protection/Safeguarding policy and Behaviour policy.

Pupils affected by their own or other's drug misuse will have early access to support through the College and other local services

The purpose of this policy is to:

- Clarify the legal requirements and responsibilities of the College
- Reinforce and safeguard the health and safety of pupils and others who use the College
- Clarify the school’s approach to drugs for staff, pupils, governors, parents/carers and the wider community
- Give guidance on developing, implementing and monitoring the drug education programme.
- Enable staff to manage drugs on the College 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 values and ethos of the school
- Provide a basis for evaluating the effectiveness of the school drug education programme and management of incidents involving illegal and other authorised drugs.
- Reinforce the role of the school in contributing to local and national strategies.

4 Boundaries of the Policy

Illegal and unauthorised drugs are not acceptable within the boundaries identified within this policy which covers all staff, pupils, parents/carers, visitors and partner agencies working in the school, whether working on the College campus, on school visits or on school transport.

5 Aims and objectives of the Drugs Education Programme

'Education and information for all'

All young people need high quality drug and alcohol education so they have a thorough knowledge of their effects and harms and have the skills and confidence to choose not to use drugs and alcohol.

'We recognise the important role that we play in safeguarding the health and safety of our pupils. The College is accredited to the National Healthy Schools Standard and maintains an up-to-date drugs education policy in line with requirements; we place great emphasis on being healthy and staying safe.

The Drug Education Programme is an integral part of the learning process which aims:

- to enable young people to make healthy, informed choices by increasing knowledge, challenging attitudes and developing skills
- to foster self esteem
- to provide accurate information
- to increase understanding about the implications and possible consequences of use and misuse
- to practise the skills necessary to deal with a drug offer situation
- to widen understanding about health and social issues
- to seek to minimise the risks that users and potential users face
- to enable young people to identify sources of appropriate personal and professional support

6 Morals and Values Framework

At Castle Donington College we aim to provide a safe, caring and structured environment which nurtures and challenges all pupils towards achieving their very best. We value all children equally and encourage children to reach their full potential in all that they do, not only in their academic work but also in preparing pupils for an active and fulfilled life.

We provide a broad and balanced curriculum that serves the needs of all its pupils across the ability range, including those with special needs. This policy has been designed to include every child and to take account of their individual differences.

Drugs education is always taught with due regard to moral and legal considerations.

Among the values promoted are:

- respect for oneself and other people
- taking responsibility for one's actions in all situations
- sensitivity towards the needs and views of others
- recognising the physical, emotional and moral implications, and risks, of certain types of behaviour
- recognising and accepting the differences of others.

7 Organisation of College Drugs Education Programme

The Drug Education Programme will be taught as part of the PSHEE programme by staff during PSHEE lessons with support and reinforcement in both PE and Science lessons and through SMSC development. Many skills and attitudes developed and explored through drug education are common to other aspects of PSHEE.

8 Training Resources / Provision

Professional development in the form of training course, shadowing or co-teaching, visits to other schools, team teaching and College INSET is available to all staff.

9 Methodology (teaching / learning styles)

Drug education should help students to make informed choices and establish a healthy lifestyle. We recognise that the teaching methods used are as important as the content of the lesson.

A wide range of teaching methods is used to involve all pupils in active learning, including discussions, role-play, looking at case studies, games, IT and other creative ways of involving pupils in understanding the issues and finding information. A variety of active learning resources are available.

Ground rules are established for group activities / discussion when dealing with sensitive issues and distancing techniques are used.

Honest and unbiased information will be given according to the agreed policy. Staff are aware that individual advice about a student's personal use of substances is not appropriate but the provision of information about other sources of information/support agencies/help-lines is.

10 Confidentiality/disclosure

Staff will ensure that they follow the College policy on confidentiality issues. Pupils should know the boundaries of confidentiality should they choose to make a disclosure to a member of staff.

Refer to the College 'Confidentiality Policy'

11 External contributors to drug education

Careful consideration will be given to the use of external contributors; they should add a dimension to the drug education programme that the teacher alone could not deliver. The tutor will maintain responsibility for the overall delivery of the programme and will be present during such contributions. The college has achieved 'Healthy Schools Enhancement' through project work on alcohol.

Refer to 'Role of external contributors'

12 Procedures for policy monitoring and evaluation

Monitoring and evaluating of the overall drug education programme will be done through; lesson observation, sampling work, through weekly Head of Year meetings, through weekly tutor meetings, through governors' curriculum meetings and through consultation with relevant partners.

13 Assessment

Progress and achievement in drug education will form part of PSHEE assessment and will be achieved through, pupil self-assessment (reflecting on what they have learnt), peer-group assessment (pupils providing feedback to each other) and teacher assessment (observing, listening, reviewing pupils' written work and contribution to drama, role play and discussions).

15 How we handle a drug-related incident

The College condones neither the misuse of drugs and alcohol, nor the illegal supply of these substances. The possession, use or supply of illegal and other unauthorised drugs within school boundaries is unacceptable. The College is committed to the health and safety of its members and will take action to safeguard their well-being.

In this College, the Principal and the Governing Body takes the final decision on any response to an incident in close consultation with:

Senior Leadership Team
Head of Year and Tutor
Leicestershire Constabulary

In making a decision the College seeks to balance the interests of the pupils involved, the other College members and the local community.

Responding to drug incidents

For any drug incident, the utmost priority will be placed on safety, meeting any medical emergency with first aid and summoning appropriate help.

The College has a range of responses which balance the needs of the individual with those of the wider community and will be determined after a full and careful investigation.

Any substance misuse matter must be referred to a member of the Senior Leadership Team immediately.

Search and Confiscation

There are two sets of legal provisions which enable College staff to confiscate items from pupils:

Teachers have, in law, a '**general power to discipline**' which enables them to confiscate, retain or dispose of a pupil's property as a punishment, so long as it is reasonable in the

circumstances. The law protects them from liability for damage to, or loss of, any confiscated items provided they have acted lawfully.

College staff can search a pupil for any item **if the pupil agrees**.

Teachers also have '**power to search without consent**' for "prohibited items" including:

- alcohol,
- illegal drugs
- stolen items
- tobacco and cigarette papers

If a member of staff suspects a pupil has a banned item in his/her possession, they can instruct the pupil to turn out his or her pockets or bag and if the pupil refuses, the teacher can apply an appropriate punishment as set out in the College's behaviour policy.

The member of staff must be the same sex as the pupil being searched; and there must be a witness (also a staff member) and, if at all possible, they should be the same sex as the pupil being searched.

There is a limited exception to this rule. A member of staff can carry out a search of a pupil of the opposite sex and without a witness present, but only where it is reasonably believed that there would be a risk that serious harm would be caused to a person if the search was not conducted immediately and where it is not reasonably practicable to summon another member of staff.

Under common law powers, lockers may be searched.

Members of staff can use such force as is reasonable given the circumstances when conducting a search for alcohol, illegal drugs, stolen items, tobacco and cigarette papers.

College staff can seize any prohibited item found as a result of a search. They can also seize any item, however found, which they consider harmful or detrimental to College discipline.

A member of staff can confiscate, retain or dispose of a pupil's property as a disciplinary penalty, where reasonable to do so. The College will inform the individual pupil's parents or guardians where alcohol, illegal drugs or potentially harmful substances are found, though there is no legal requirement to do so.

Procedures for screening, searching and confiscation will be in accordance with government guidelines, 'Screening, searching and confiscation - Advice for headteachers, school staff and governing bodies; February 2014

Following a search, whether or not anything is found, the College will make a record of the person searched, the reason for the search, the time and the place, who was present and note the outcomes and any follow-up action.

Power to use reasonable force

All members of staff have the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom.

Examples of situations where reasonable force can be used:

- The Principal and authorised school staff may use such force as is reasonable given the circumstances when conducting a search without consent for alcohol, illegal drugs, stolen items, tobacco and cigarette papers, or articles that have been or could be used to commit an offence or cause harm.

Procedures for using force will be in accordance with government guidelines, 'Use of reasonable force - Advice for headteachers, school staff and governing bodies; July 2013

Following the use of 'reasonable force', the College will make a record of the incident including; the time and the place, who was present and note the outcomes and any follow-up action.

Controlled drugs

In taking temporary possession and disposing of suspected controlled drugs, the college will:

- Ensure a second adult 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 lockable container with access limited to SLT
- Notify the police without delay, who will collect, store and dispose of it
- Record full details of the incident, including the police reference number
- Inform parents/carers unless this is not in the best interests of the child
- Identify any safeguarding concerns and develop a support and disciplinary response

Where other substances are found 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 or discipline. This would include 'legal highs'. If school staff are unable to identify the legal status of a drug, it will be treated as a controlled drug.

If a pupil is suspected of being under the influence of drugs or alcohol, the college will prioritise the safety of the young person and those around them, if necessary, it will be dealt with as a medical emergency. Depending on the circumstances, parents and/or the police will be contacted.

16 Discipline

Where a pupil has been involved in a drug related incident, the College will endeavour to secure appropriate care and support to the pupil and their family.

Exclusion will not be the automatic response; any response will need to take balance the needs of the individual pupil with the wider community.

The College will decide on an appropriate sanction for each individual breach of the college rules.

17 Involving parents

It is our intention to keep parents informed of what issues are covered in drug education and to provide appropriate information on drugs and sources of help and support. This will be done through letters, newsletters and website.

The College is not required to inform parents before a search takes place or to seek consent to search their child. There is no legal requirement to make or keep a record of a search but it is our intention to do so.

The College will normally inform the individual's parents or guardians where alcohol, illegal drugs or potentially harmful substances are found, although there is no legal requirement to do so.

Complaints about searching will be dealt with through the normal school complaint procedure.

18 Working with the Police

A member of SLT will liaise with the police and agree a shared approach to dealing with drug-related incidents.

Although we have no legal obligation to report an incident involving drugs to the police, it is our intention to do so whenever restricted substances are involved.

The law does not require the College to divulge the name of the pupil from whom drugs are taken but it is our intention to do so

19 Links to other policies

Authorised drugs

Refer to First Aid/Medicine Policy

Confidentiality

Refer to the College Confidentiality Policy

Child Protection

Refer to the Safeguarding/Child Protection Policy

Powers to search, confiscate and restrain

Refer to Behaviour Policy

Tobacco – Smoke Free Schools

Refer to Health and Safety Policy

Managing medicines

Refer to the Managing Medicines Policy

APPENDIX 1

Drugs Education Key Stage 3

Core theme focus:

- how to make informed choices about health and wellbeing matters including drugs, alcohol and tobacco
- how to assess and manage risks to health; and to keep themselves and others safe
- how to identify and access help, advice and support
- how to respond in an emergency, including administering first aid

Opportunity to learn:

- the positive (for example the treatment or eradication of disease) and negative (for example dependency) roles played by drugs in society (including alcohol)
- factual information about legal and illegal substances, including alcohol (including current government recommendations for consumption), volatile substances, new psychoactive substances, tobacco, e-cigarettes, shisha, e-shisha and cannabis
- new psychoactive substances, tobacco, e-cigarettes, shisha, e-shisha and cannabis
- the law relating to the supply, use and misuse of legal and illegal substances
- to recognise and strategies to manage different influences (including peer influence) on their decisions about the use of substances, (including clarifying and challenging their own perceptions, values and beliefs)
- the personal and social risks and consequences of substance use and misuse, including the benefits of not drinking alcohol (or delaying the age at which to start) and the benefits of not smoking including not harming others with second-hand smoke
- the safe use of prescribed and over the counter medicines
- the risks and consequences of 'experimental' and 'occasional' substance use and the terms 'dependence' and 'addiction'
- how to access local health services and other sources of support such as smoking cessation services or if concerned about own or others' alcohol or substance use

Pupils will be given up-to-date information on sources of help which includes local and national helplines.

- FRANK – illegal drugs
- NHS Smoking Helpline
- Drinkline – alcohol
- School nurse
- Counselling