



Policy on Drugs and Substance Misuse

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1. Philosophy

RDUTC believes every student has a right to be safe and healthy. The school plays an important role in supporting and promoting attitudes, practices and encouraging students to make informed decisions and healthy lifestyle choices. We therefore strive to create an atmosphere in which students feel safe and able to discuss problems and concerns whilst developing an understanding of drugs and their use and misuse.

2. RDUTC stance towards drugs, including smoking and alcohol consumption

RDUTC operates a Non-Smoking Policy for students and staff. Smoking is not permitted anywhere within RDUTC boundaries by any person.

Alcohol is not permitted on school premises unless permission is given by the governors for consumption by adults at a special school event. The arrangements for storage and use must be agreed and adhered to. There should be no consumption of alcohol by any staff while they have care of studentren/young people.

The possession, use or supply of illegal and other unauthorised drugs within RDUTC boundaries is unacceptable. Illegal drugs and other substances harmful to health have no place in schools. For definitions of substances harmful to health see - Appendix 1 'Misuse of Drugs Act 1971- Maximum Penalties'. RDUTC recognises, however, that there are occasions where other drugs may legitimately be in schools. For example:

- Medicines – see Managing Medicines Policy.
- Non-prescribed medicines – see Managing Medicines Policy
- Volatile substances – these must be securely stored to prevent inappropriate access or use - see 'Health and Safety Policy'

In every case of an incident involving drugs, RDUTC's priority is the health and safety of the students and staff, meeting any medical emergency with first aid and summoning appropriate help before addressing further issues.

3. Location and dissemination of policy

The Drug and Substance Misuse Policy is located on the RDUTC web site and within the central policy file (accessible on request).

4. Links with other RDUTC Policies

The Drugs and Substance Misuse policy links to the following school policies:

- Professional Values and Behaviours
- Safeguarding and Student Protection
- Supporting Students with Medical Conditions Policy - Managing Medicines
- Health and Safety
- Educational Visits
- Sex Relationship Education

5. Links with local and national guidance

This policy has been written in consideration with the following guidance:

- The Governments National Drugs Strategy: www.drugs.gov.uk/youngpeople/strategy/
- Drugs: Guidance for schools (DfES Spring 2004) ISBN: 1-84478-187-9
- PSHE: Personal Wellbeing Programme – Programme of Study Key Stage 4 (see the National Curriculum 2007 – www.qca.org.uk/curriculum)
- National Healthy Schools Programme: Healthy Schools Status (Drug Education Criteria – Appendix 2)

6. Purpose of the Policy

The purpose of this Drug and Substance Misuse Policy is to:

- Clarify the legal requirements and responsibilities of RDUTC;
- Reinforce and safeguard the health and safety of students and others who use the school;
- Explain RDUTC's approach to drugs for all staff, students, governors, parents/carers, external agencies and the wider community;

- Enable staff to manage drug-related issues/incidents on RDUTC premises 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 and substance misuse education and RDUTC's values.

7. Who this policy affects

This policy applies to all staff, students, parents/carers, governors, partners and external agencies. This includes:

- On the RDUTC site at any time
- Journeys within the school day
- Work experience
- Off site with university and employer partners
- Residential trips
- Any students educated in alternative provision

8. Staff with key responsibility for drugs

The designated senior member of staff with overall responsibility for all drug and substance misuse issues within the school is the Principal. Her responsibility includes overseeing the planning and co-ordination of drug and substance misuse education and the management of drug incidents in accordance with the procedure laid out in this policy.

All staff should be fully aware of the procedures for managing incidents, including who they should inform and who has authority regarding issues such as searching school property and involving the police.

9. Definitions

A drug is a substance people take to change the way they feel, think or behave.

The term 'drugs' and 'drug education', unless otherwise stated, is used throughout this document to refer to:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971) - see Appendix 1;
- All legal drugs, including alcohol, tobacco, volatile substances;
- All over-the-counter and prescription medicines.

10. Drug and substance misuse education

Drug and substance misuse education is a major component of drug prevention.

Drug prevention aims to:

- minimise the number of young people engaging in drug use;
- delay the age of onset of first use;
- reduce the harm caused by drugs;
- enable those who have concerns about drugs to seek help.

The aim of drug and substance misuse education is to provide opportunities for students to develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions.

Drug and substance misuse education at RDUTC provides opportunities for students to:

- increase their knowledge, understanding and clarify misconceptions about:
 - o the short and long term effects and risks of drugs use;
 - o the rules and laws relating to drugs;
 - o the impact of drugs on individuals, families and communities;
 - o the prevalence and acceptability of drug use among peers;
 - o the complex moral, social and political issues surrounding drugs;
- Develop their personal and social skills to make informed decisions and keep themselves safe and healthy, including:
 - o assessing, avoiding and managing risk
 - o communicating effectively
 - o resisting pressures
 - o finding information, help and advice
 - o devising problem solving and coping strategies
 - o developing self awareness and self esteem
- Enable them to explore their own and other people's attitudes towards drugs, drug use and drug users, including challenging stereotypes and exploring media and social influences.

Drug and substance misuse education is:

- an entitlement for every student;
- supported by Section 351 of the Education Act 1966 which requires every school to provide a balanced curriculum which promotes the spiritual, moral, cultural, mental and physical development of students at school and in society;
- prepares students at the school for the opportunities, responsibilities and experiences of adult life.

Drug and substance misuse education is delivered through:

- Personal Development curriculum (collapsed timetable days);
- the statutory national curriculum for Science at KS4.

Provision is made for vulnerable students by assessing individual needs and working with external agencies to give the correct support.

Drug and substance misuse education of students with SEND is designed to be appropriate to their level of learning.

Staff Support and Training

All school staff should have general drug awareness and a good understanding of the RDUTC drug and other related policies. This should include first steps in managing drug related incidents and identifying and responding to students' needs.

11. Management of Drugs

RDUTC has adopted the DfE guidance for responding to incidents involving drugs. See DfE - Drugs: Guidance for schools 2004 (ISBN: 1-84478-187-9); Page 117 – Appendix 8 – Responding to incidents involving drugs;

The Role of the Police:

Legal drugs:

The police will not expect to be routinely involved in incidents involving legal drugs but RDUTC will inform the police about the inappropriate sale or supply of tobacco, alcohol or volatile substances to students in the local area.

Illegal drugs:

RDUTC has no legal obligation to report an incident involving drugs to the police. Nevertheless, not informing the police may prove to be counter-productive for the school and wider community. The police should, however, be involved in the disposal of suspected illegal drugs.

The role of RDUTC staff:

The law permits school staff to take temporary possession of a substance suspected of being an illegal drug for the purposes of preventing an offence from being committed or continued in relation to that drug, providing that all reasonable steps are taken to destroy the drug or deliver it to a person lawfully entitled to take custody of it.

In taking temporary possession and disposing of suspected illegal drugs, schools are advised 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 in secure location, such as the school safe or other lockable container with access limited to two senior members of staff;
- Without delay notify the police, who will collect it. The law does not require a school to divulge to the police the name of the student from whom the drugs were taken.
- Record full details of the incident as guided by: DfES - Drugs: Guidance for Schools 2004 – page 122 Appendix 11 ‘Record of incident involving unauthorised Drug’;
- Inform parents/carers, unless this would jeopardise the safety of the student;
- Dispose of drug paraphernalia. Needles or syringes found on school premises should be placed in a ‘sharps bin’ using gloves by designated members of staff only.

Detection:

RDUTC will always ensure that a second adult witness is present if the school suspects a student of using or possessing a drug or illegal substance. It may be necessary to involve the police.

Personal Searches:

No staff, including the Principal and SLT, should carry out a personal search which involves touching the student e.g patting them down.

The Principal and SLT may carry out searches of bags and personal property and request that students empty their pockets and remove their shoes to check for drugs/illegal substances, providing the student agrees to this and there is another member of staff present. **No other staff must do this.**

If the student does not agree to allow his/her bag to be searched or to empty pockets and remove shoes, parents/cares and the police should be called and the student isolated with SLT until they arrive.

The police can be called to conduct a personal search if they believe a crime has taken place, or to prevent harm to themselves or others following an arrest. The police and RDUTC do not need parental permission for the police to carry out a personal search in this situation.

Responding to drug incidents involving students:

Drug incidents may include:

- Drugs or associated paraphernalia found on school premises;
- A student demonstrating an inappropriate level of knowledge about drugs and substance misuse in front of their peers or members of staff;
- A student found in possession of drugs or associated paraphernalia;
- A student found to be supplying drugs on school premises (friends sharing drugs; student being coerced to supply drugs; a group of friends taking it in turn to bring drugs in for their own use);
- A student, parent/carer or staff member who is believed to be under the influence of drugs on the school premises;
- A staff member having information that the illegitimate sale or supply of drugs is taking place in the local area;
- A student disclosing that they or a family member/friend are misusing drugs.

A careful investigation will take place to judge the nature and seriousness of each incident, the needs of those involved and the most appropriate response. For example:

- What does the student have to say?
- Is this a one-off incident or longer-term situation?
- Is the drug legal or illegal?
- What quantity of the drug was involved?
- What was the student's motivation?
- What are the student's home circumstances?
- Does the student know and understand the school policy and school rules?
- If supply of illegal drugs is suspected, how much was supplied, and was the student coerced into the supply role, were they 'the one whose turn it was' to buy for others, or is there evidence of organised or habitual supply?

If, during the course of the investigation, RDUTC decides that the police should be involved then the RDUTC should cease its own investigation immediately to enable the police to conduct a full detailed enquiry.

Any response will balance the needs of the individual with those of the wider school community and aim to provide students with the opportunity to learn from their mistakes and develop as individuals.

Possible responses include:

- Early intervention and targeted prevention
- Referral
- Counselling
- Pastoral Support Plan
- Inter-agency programmes
- Fixed-period exclusion
- A managed move
- Permanent exclusion

Some responses may serve to enforce and reinforce school rules. Any sanctions will always be justifiable in terms of:

- The seriousness of the incident;
- The identified need of the student and the wider school community;
- Consistency with published school rules, codes and expectations;
- Consistency with disciplinary action for breaches of other school rules (such as theft, violence, bullying).

13. Parents/Carers under the influence of drugs on RDUTC premises

When dealing with parents/carers under the influence of drugs on school premises, staff should attempt to maintain a calm atmosphere and contact a member of SLT immediately.

If a situation arises where a member of staff has concerns about discharging a student into the care of their parent or carer, this should be referred immediately to the Safeguarding Co-ordinator. Social Services and the police should be contacted.

Where the behaviour of a parent/carers under the influence of drugs repeatedly places a student at risk or the parents/carers becomes abusive or violent, this should be referred immediately to the CP Co-ordinator. Social Services and the police should be contacted.

14. Staff conduct and drugs

Tobacco: See '2. RDUTC stance towards drugs, including smoking and alcohol consumption.'

Alcohol: There should be no consumption of alcohol by any staff while they have care of studentren/young people. See '2. RDUTC stance towards drugs, including smoking and alcohol consumption.'

Staff misuse/abuse of drugs or illegal substances: If this is known or suspected the appropriate Hull City Council policy and procedures should be followed.

15. The needs of students

RDUTC will ensure that students have access to up-to-date information on sources of help. Local and national help lines, youth and community services and drug/health services will be prominently displayed so that those in need of help and who are reluctant to approach staff can easily access it. Drug and substance misuse education programmes will also include details of services and helplines, explain how they work and develop student confidence in using them.

16. Referral and external support

In every case of an incident involving drugs, RDUTC will place the utmost priority on safety, meeting any medical emergencies with first aid support and summoning appropriate help before addressing further issues (see Appendix 3 – DfES Drugs: Guidance for schools 2004 (Page 119 - Appendix 9: Drugs situations –medical emergencies). If the need for referral arises, agencies include:

- The Local Authority
- The Youth and Family Support Service (YFSS)
- The School Nurse
- The Youth Service
- The Youth Offending Team
- Agencies providing specialist help, for example, young peoples drugs services
- Social Care Teams

17. Confidentiality

Staff cannot and should not promise confidentiality. The boundaries of confidentiality should be made clear to the student. If the student discloses information that is sensitive, not generally known and which the student asks not to be shared, the member of staff should point out to the student that this may not be possible and should fulfil their professional responsibilities in relation to:

- Student Protection and Safeguarding;
- Co-operating with a police investigation;
- Referral to external agencies.

RDUTC will attempt to secure the student's agreement to the sharing of sensitive information in the interest of safe-guarding.

18. Involvement of parents/carers

RDUTC will ensure that parents/carers:

- are made aware of RDUTC's approach and rationale for drug and substance misuse education, for example, through the website;
- are given information about their student's drug and substance misuse education and RDUTC rules in relation to drugs, for example, through newsletters, the website;
- understand how RDUTC will respond to drug incidents and allay parental concerns following any serious incidents;
- are informed about any incident involving their student and illegal and other unauthorised substances misuse, unless this would jeopardise the student's safety;
- are able to access information about drugs and local and national sources of help.

19 The role of governors

As part of their general responsibilities for the strategic direction of the school, governors have a key role to play in the development of RDUTC's policy on drugs.

The Personal Development Committee will have specific responsibilities relating to the provision of

drug and substance misuse education and policy development. Governor training will be arranged if required.

20. Liaison with other schools

Continuity, progression and relevance are essential elements of drug education therefore the local drug situation, the content of drug and substance misuse education, the management of incidents, training opportunities and transitions between schools will be routine elements of liaison between partnership schools.

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APPENDIX 1

MISUSE OF DRUGS A C T 19 71 – MAXIMUM PENALTIES

CLASS DRUG POSSESSION SUPPLY

CLASS A

Heroin (Diamorphine)

LSD

Psilocybin Mushrooms (Magic Mushrooms)

Methadone

Ecstasy

Cocaine

Crack

Up to 7 years imprisonment

or

Fine

or

Both

Up to Life

imprisonment

or

Fine

or

Both

CLASS B

Cannabis (Bush and Resin)

Amphetamines (Speed, Whizz)

Methamphetamine

Codeine

Any of these prepared for injection

become Class A

Up to 5 years imprisonment

or

Fine

or

Both

Up to 14 years imprisonment

or

Fine

or

Both

C

Minor Tranquillisers:

Valium

Librium

Mogadon

Temazepam

Some Anabolic Steroids

GHB

Ketamine

Up to 2 years imprisonment

or

Fine

or

Both

Up to 14 years imprisonment

or

Fine

or

Both

APPENDIX 2

National Healthy School Standard

DRUG EDUCATION CRITERIA FOR NATIONAL HEALTHY SCHOOL

STATUS IS SET WITHIN THE PSHE PROGRAMME

Personal Social and Health Education including SRE and drug education (alcohol, tobacco and volatile substance abuse) provides students with the knowledge, understanding, skills and attitudes to make informed decisions about their lives.

A Healthy School:

1. uses the PSHE framework to deliver a planned programme of PSHE, in line with DfES/QCA Guidance;
2. monitors and evaluates PSHE provision to ensure the quality of teaching and learning;
3. assesses students' progress and achievement in line with QCA guidance;
4. has a named member of staff responsible for PSHE provision with status, training and appropriate senior management support within the school;
5. has up-to-date policies in place, developed through wide consultation, implemented and monitored and evaluated for impact. These should cover: Sex and Relationship Education; Drug and substance misuse education and incidents; Student Protection; Confidentiality;
6. has an implemented non-smoking policy, or is working towards being smoke-free by September 2007;
7. involves professionals from appropriate external agencies to create specialist teams to support PSHE delivery and to improve skills and knowledge, such as a school nurse, sexual health outreach workers and drug and substance misuse education advisers;
8. has arrangements in place to refer students to specialist services who can give professional advice on matters such as contraception, sexual health and drugs;
9. uses local data and information to inform activities and support important national priorities such as reducing teenage pregnancies, sexually transmitted infections and drug/alcohol misuse;

- 10.ensures provision of appropriate PSHE professional development opportunities for staff - such as the Certification Programmes for teachers and nurses offered by DH/DfE;
- 11.has mechanisms in place to ensure all student's views are reflected in curriculum planning, teaching & learning and the whole school environment, including those with special educational needs and specific health conditions, as well as disaffected students, young carers and teenage parents.

APPENDIX3: Drug situations - medical emergencies- advice for staff.

(from: DfES: Drugs: Guidance to Schools 2004, Appendix 9)

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 disoriented or who has taken a harmful toxic substance, should be responded to as an emergency.

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

Before assistance arrives:

If the person is conscious:

- ask them what has happened and to identify any drug used;
- collect any drug sample and any 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 anything by mouth;
- do not attempt to make them sit or stand;
- do not leave them unattended or in the charge of another student;
- notify parents/carers.

For needle stick (sharps) injuries:

- encourage the 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.