Policy Name	Drugs, Alcohol and Smoking Policy and Sanctions				
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Author	Head of School				

Version History				
Version	**Approved by**	**Revision Date**	**Details of Changes**	**Author**
1	**MT**	**30/10/24**	**Updated to include reference to vaped and snus products**	**MN**
1.2		**09/25**	**Included Early Help**	**MN**
		09/25	**Clarified school actions**	**MN**

Policy Statement and Purpose

This policy provides information on ICS London's guiding principles regarding drugs, alcohol and smoking. ICS does not tolerate the misuse of drugs or alcohol by members of the school, or the illegal supply of these substances.

ICS is committed to the health and safety of its members and will take action to safeguard their wellbeing. ICS acknowledges the importance of its pastoral role in the welfare of young people and through formal education and the school's general ethos. It will seek to provide the education and support students need to avoid the problems of substance abuse.

Scope

Definitions of Key Terms

- **Smoking** – Smoking tobacco products or e-cigarettes and vapes.
- **Drugs** – substances people take to change the way they feel, think or behave - includes illegal substances, prescription medicines used improperly, 'legal highs', inhaled solvents, substances which are misused to enhance performance.

The following policies should be read in conjunction with this:

- Behaviour Policy
- ICS Professional Code of Conduct

This policy applies to all ICS London staff, volunteers, students and parents.

This policy incorporates advice set out in the DfE guidance document: DfE and ACPO Drug Advice for Schools (September 2012)

This policy is available on our website and from the school office on request. We also refer to aspects of the policy in newsletters to parents.

This policy is provided to all staff (including temporary staff and volunteers) at induction alongside our ICS Professional Code of Conduct and Behaviour Policy.

Failure to comply with requirements set out in this policy will lead to intervention from the Senior Leadership Team.

Drugs, Alcohol and Smoking Policy - Aims

ICS believes and supports the following education aims in respect of drugs and substance use and misuse:

- To enable students to make healthy and informed choices by increasing knowledge, challenging attitudes and developing and practising decision-making skills.
- To provide accurate information about substances at an age appropriate level.
- To increase understanding about the implications and possible consequences of use and misuse.
- To widen understanding about related health and social issues.
- To enable students to identify appropriate sources of personal support.

These aims are fulfilled through a programme of education arranged through the established curriculum, the PSHEE syllabus and through invited external speakers. This programme covers all levels of the school.

Students can discuss any individual concerns with their class teacher or form tutor or a member of the safeguarding team.

We also encourage parents and guardians to discuss matters with relevant staff and are very conscious of the importance of working together in order to promote the wellbeing of all students.

The school actively co-operates with other agencies such as the local police, Social Services and Health promotion Services to deliver its commitment to drug education and to deal with incidents of substance use and misuse.

Tobacco

ICS London operates non-smoking campuses. This includes e-cigarettes, vapes and 'snus' style products. Smoking is therefore forbidden in any area of the school property. Smoking is also forbidden on School trips, both day and residential. Staff should also refrain from smoking in the presence of students at any time.

All smoking incidents are reported to the DSL and/or Head of School; parents will normally be informed at the earliest opportunity. Please see the ICS Behaviour Policy for sanctions.

If smoking within school becomes an ongoing problem there would be consultation with the student and their parents in order to find a way, in the first instance, to offer support e.g. Early Help referral, signposting to Stop Smoking services.

Continued abuse of the smoking rule may result in suspension or even expulsion.

The school will inform local Policing of any establishment found to be active in selling tobacco or tobacco products to under-age students (under 18).

Alcohol

Alcoholic drinks may not be brought to or consumed on the School premises by students. The same expectations apply to any trips - day or residential.

ICS London is clearly bound by the law of the land and those laws guide our policy. All alcohol offences will be reported to the DSL or Head of School, and parents will be informed. Evidence of alcohol consumption will be enough to incur a disciplinary consequence.

In response to a first offence, a student may be referred for a session of counselling (at the parents' / guardians' expense) or signposted to appropriate support agencies. Suspension and expulsion are ultimate possibilities.

In some cases, it may be appropriate to refer families to local Early Help services. The school will work in partnership with the Local Authority and Families if this is deemed a reasonable pathway.

Persuading other students to partake of alcohol is regarded in a very serious light. Consequences for this will be in line with the highest level of sanction within our school behaviour policy.

For alcohol offences the school reserves the right to contact parents / guardians and ask them to collect their child immediately. It may be more appropriate to discuss consequences once the individual is sober.

In the case of any incident involving the sale of alcohol to under-age students (under 18) the school will contact the Police.

Drugs

Taking, possessing or dealing in drugs is forbidden.

The Head of School reserves the right to react to the emergence of new substances and changes circumstances as they occur, based on the DfE definition of a drug noted in the Definitions section of this policy.

We are committed to promoting a healthy, safe environment at ICS London, in which good citizenship and respect for the law can flourish as part of our commitment to uphold British values. We believe that it is important to deliver a clear, consistent moral framework that promotes the integrity of our community and gives all of our students the understanding and self-confidence to reject illegal drugs and substances.

Any member of staff or parent concerned that a student might be involved in drug abuse should inform the Head of School immediately.

We will always investigate rumours about involvement in illegal drugs and substances, including questioning a student and searching personal possessions including school lockers. We will inform parents and guardians as a matter of urgency and invite them into the School to discuss the matter.

Our sanctions policy is as follows:

- Any student selling or distributing drugs or otherwise actively encouraging their possession of consumption by others will be expelled.
- Anyone caught possessing or consuming illegal drugs while under the School's jurisdiction in term time loses any right to immediate membership of the school and must expect expulsion to be a very strong possibility.
- In some cases there may be mitigating circumstances; if so, they will be carefully considered.

The Head of School reserves the right to consult the Police about possession, consumption or supply of an illegal drug, since it carries the possibility of being a criminal offence.

At the Head's discretion, if a student has been involved with illegal drugs, the student may be able to stay in School provided that they:

- Give a written assurance to the Head of School and parents that they will not become involved with illegal drugs again.
- Agrees to undergo drug tests at various times during their remaining School career.
- Agrees to take part in drugs counselling if the school requires.

The same undertakings will also be required of any student who may be allowed back after an offence due to mitigating circumstances (see above).

The scope of the School's discipline reaches to the point where there is a transfer of responsibility from School to parent. However, where it becomes known that drug abuse is taking place outside ICS, then the School is in possession of information which could be deemed to be criminal and may thus:

- Inform parents of the nature of the information
- Ask that there should be drugs counselling
- Require that the student be drugs tested in the future
- Talk to local Police about the matter.

In the event of the School's reputation being brought into disrepute it will be the School's qualified right to invoke its full disciplinary procedures.

Any subsequent drug abuse, including a positive test result, will result in expulsion. Semantic debate about drugs being taken in the holidays or at weekends will not be entered into.

Solvent abuse is also a serious offence. The School may react to solvent abuse in a similar way to other forms of drug abuse.

Appendix A: Some Useful Organisations

ADFAM offers information to drug and alcohol users and the website has a database of local support services.

is a free, confidential helpline for anyone who is concerned about their drinking, or someone else's. Helpline: 0300 123 1110 (weekdays 9am–8pm, weekends 11am–4pm)

Frank offers clear information and advice about drugs.

NHS Stop Smoking offers information and support to help stop smoking.

We Are With You provides free, confidential support to people who have issues with drugs, alcohol or mental health.

References

DfE and ACPO Drug Advice for Schools (September 2012)

DfE School Discipline and Exclusions