SUBSTANCE MISUSE POLICY

THE COLLEGE'S POSITION ON DRUGS

The College condones neither the misuse of drugs and alcohol by members of the College, nor the illegal supply of these substances. As the College code of conduct states, **Smoking, vaping, (and other nicotine related products) drugs and alcohol are banned in College, journeys to and from College and on any other College related activities. The College authorities will take serious action against any pupil who contravenes this rule.)**

The College is committed to the health and safety of its members and will take action to safeguard their wellbeing.

The College acknowledges the importance of its pastoral role in the welfare of young people and believes it has a duty to inform and educate young people of the consequences of drug use and misuse.

The College supports a programme of raising staff awareness and appropriate training on Drugs issues. This policy also forms part of the Induction Programme for new staff. (Policy 2.17 of the 2024-25 Staff Handbook document)

The College also recognises the responsibility to inform and involve parents/guardians in the education programme of drugs awareness and misuse. To enable students to make healthy informed choices by increasing knowledge, challenging attitudes, and developing and practicing skills.

The College has a NO SMOKING policy. The College will take immediate action if there is any misuse of alcohol, tobacco, (and other nicotine related products) or illegal drugs by the students.

GENERAL GUIDELINES FOR DRUGS EDUCATION

The College aims to:

- Address drug education through a comprehensive and well-planned programme of personal, social and health education.
- Ensure that drugs education is included at all stages of the College PSHE programme and preferably more, taking into account the students' developing maturity.
- Provide students with the facts whilst emphasising the benefits of a healthy life-style.
- Help students to know how to be self-assertive in difficult situations.
- Arrange the visits of outside experts in order to support the teacher-led programme. Such visits would be carefully monitored and evaluated. Students would be prepared in advance so that they gain maximum benefit.
- Provide drug-education awareness evenings for parents at least once every three years and preferably bi-annually.
- Follow the requirements of the National Science Curriculum on medicines, volatile substances, alcohol, tobacco, vaping and illegal drugs.
- Follow the relevant most recent documentation from the DoE and other professional bodies. This is highlighted on page 164 of KCSiE 2024

Students need to have clear facts and understanding in order to achieve a healthy lifestyle. The College believes that it is important for the students to be given knowledge in order to be better prepared for future choices in life. It recognises that the acquisition of life skills is one key element of personal,

social and health education, alongside a range of effective education aimed at personal, emotional and social development, attitudes and values.

This information will include:

* College rules and consequences of breaking them
* The law and penalties for drug offences
* Information about drugs, alcohol, tobacco, legal highs, solvents and medicines, their legal status, their effects and any legitimate uses
* Where the potential dangers lie
* Sources of support, help and advice should pupils need them
* Information which will widen understanding about related health and social issues e.g. sex and sexuality, crime, HIV and AIDS and the benefits of a healthy lifestyle
* Ways to minimise the risks that users and potential users face

It is recognised that central to any drugs education programme is a recognition of the need for students to develop self-esteem and to attain the personal and inter-personal skills necessary for coping in a society where many kinds of drugs will continue to be available, some of which may be illegal but all of which are potentially harmful.

The educational aims set out in this policy are fulfilled through aspects of the pupil's experiences in the taught curriculum, the informal curriculum and through opportunities for extra-curricular activities. We deliver in the taught curriculum mainly through PSHE, Science and PE.

GENERAL GUIDELINES COVERING THE MISUSE OF ALCOHOL, TOBACCO, OR ILLEGAL SUBSTANCES ON THE COLLEGE PREMISES

This policy confirms that the possession and use of alcohol, vapes, tobacco or illegal substances vapes are prohibited on College grounds, any areas associated with the College site and transport to and from College (and on College trips).

If there is any evidence or suspicion that there is student involvement with legal or illegal drugs (possession, supplying or imbibing) the following will occur;

Any member of staff who discovers drugs immediately contacts the Head or Deputy Head. The DSL will also be informed at this stage. If these individuals are unavailable, the teacher should contact the appropriate Head of Year; If medical aid is needed (or might be needed) it will be provided or sought at once.

Dialogue with the pupil(s) will be undertaken as soon as possible to determine the facts. This will take the form of an interview which begins with the pupil being asked to write down all the information they can give about how the substance came to be in their possession. Any substance suspected of being a drug will be confiscated and locked in the College safe. It should be in a sealed envelope, named and dated. If appropriate, the substance will be destroyed or passed for analysis within 24 hours.

The College reserves the right to search bags, lockers or personal belongings of a suspected pupil. Cooperation by the pupil in these searches will be encouraged in all instances. A second member of staff will be present to verify the search was undertaken correctly. This right is established in law and can be referenced here in the Department for Education of July 2022, documents *Searching, Screening*

and Confiscation Advice for schools. There is a link to this document here Searching, Screening and Confiscation DfE 2022

The Headmaster or a senior member of staff will be informed of the situation as soon as reasonably possible.

A thorough record will be kept of the incident in a confidential file used to record such incidents which is kept in the Headmaster's Office.

If an offence against the Misuse of Drugs Act is suspected or substantiated, it will be appropriate to consider contacting the police. If so, the Headmaster will make the call. The officer in charge is the Schools Liaison Officer who should be approached in the first instance, and local police only involved subsequently if appropriate. The College recognizes that a student should have an appropriate adult (AA) present when questioned by the police in school. This is a legal requirement under the Police and Criminal Evidence Act 1984 (PACE)

If necessary, an urgent meeting should take place the same day as the incident and the staff member who has reported the incident will be informed that the matter is being dealt with. The Headmaster will inform the parents and decide which other agencies should be informed.

OTHER FACTORS

Possession of the paraphernalia of substance misuse is also in contravention of this policy and information will be passed to the Headmaster or Deputy Headteacher regarding such instances.

The College and parents can then work together to support the young person involved. If a young person admits to using or supplying substances off the premises, the teacher's discretion will be involved, but informing a senior member of staff is appropriate action. The Headmaster will then inform the parents.

There is no legal obligation to inform the police, though they may be able to give relevant support and advice. However, a College cannot knowingly allow its premises to be used for the production or supply of any controlled drug, or the preparation or smoking of cannabis, opium or other illegal substances. Where it is suspected that substances are continuing to be sold on the premises, details regarding those involved as well as much information as possible will be passed to the Police Liaison Officer.

The College considers its responsibility of this Policy to extend to a pupil's journey to and from College and also to include all off-site school activities and residential visits.

The College must be informed in writing of all students who are required to take medication for a prescribed time in College. Arrangements will be made depending on the age and medical requirements involved.

SANCTIONS

Sanctions against students who commit drug offences will be at discretion of the Headmaster and according to the College ethos.

a) the short- and long-term welfare of the pupil(s) concerned
b) the difference between rejecting the behaviour and rejecting the person
c) the short- and long-term welfare of other students
d) Drugs: Guidance for Schools
e) the need for consistency in connection with:
   * other drug related incidents
   * previous treatment of the same students for misdemeanours
   * sanctions for other misdemeanours
   * the thrust of the College drugs education programme

The College will consider each substance incident individually and recognises that variety of responses will be necessary to deal with incidents. The College will consider very carefully the implications of any action it may take. It seeks to balance the interests of the pupil involved, the other members of the College and the local community.

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