Drugs (Substance) & Drug Education Policy

COVERING FELSTED PREP SCHOOL INCLUDING EYFS AND BOARDING

Governors' Committee normally reviewing:	FPS Leadership Team
Date last formally approved:	Autumn Term 2026
Date policy became effective:	November 2009

Period of Review:	2 Yearly
Next Review Date:	Autumn 2028

Person responsible for implementation and monitoring:	**Head** Heads of Phase under leadership of PSHE Leads Governor for Health FPS Medical Room School Medical Centre
Other relevant policies:	● PSHE ● Safeguarding and Child Protection Policy ● Staff Behaviour Policy ● Pastoral Care Plan ● Equality Policy ● Health & Safety Policy ● Administration of Medicines Policy ● First Aid Policy ● Medical Policy ● Health Education Policy

The following Policy encompasses the Aims and Ethos of the Preparatory School and the Senior School

Aims and Ethos

SAFEGUARDING STATEMENT
Felsted is committed to maintaining a safe and secure environment for all pupils and a 'culture of vigilance' to safeguard and protect all in its care, and to all aspects of its Safeguarding and Child Protection Policy.

EQUAL OPPORTUNITIES STATEMENT
The aims of the School and the principles of excellent pastoral care will be applied to all children irrespective of their characteristics and the School will aim to provide a positive culture of tolerance, equality and mutual respect.

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AIMS

At Felsted Prep School ("the School") we aim to provide pupils with a broad and balanced curriculum which will include the knowledge, skills and understanding needed to lead confident, healthy and independent lives and to become informed, active and responsible citizens.

The role of Drug Education is to provide all pupils with the opportunity to acquire knowledge and understanding about the drugs – the benefits of drugs and the risks of drug misuse – and to ensure that they are equipped with the information and skills they need to make healthy, informed choices.

At Felsted Prep School, we continue to recognise the importance of educating all pupils equally and fairly about drugs and substances (both legal and illegal) through the PSHE and Science Curriculums. This document outlines the legal and educational responsibilities of all staff at the school.

VALUES

We have used the 2012 Drugs and drug-related incidents advice given by DfE and ACPO. We endorse the values laid out in the National Curriculum Handbook. It is in accord with the advice in the Healthy Schools Programme. Drug and Alcohol Awareness also remains an important teaching component of the latest Relationships & Health Education Guidance (2026) from the Department of Education. A further national consultation of this guidance has since taken place, which has continued to emphasise the importance of teaching these topic areas, as well as educating pupils about vaping and e-cigarettes.

DEFINITION
For the purpose of this policy 'drugs' and 'substances' refer to all drugs. They are defined as:

- all legal drugs, alcohol, tobacco, solvents/volatile substances (those giving off gas or vapour which can be inhaled)
- all medicines whether over-the-counter or prescription
- illegal drugs whose use may have harmful effects on the body and new psychoactive substances ('legal highs') those controlled by the Misuse of Drugs Act 1971 and Misuse of Drugs Regulations 2001
- all substances dangerous to health, e.g. cleaning fluids

We accept that drugs and substances usually alter our body chemistry, feelings and perceptions.

OBJECTIVES
Our PSHE curriculum aims to promote spiritual, moral, cultural, economical, mental and physical development of pupils at the school and of society; in so doing to build children's self confidence, self-esteem and self awareness. It seeks to encourage the development of good habits and how to make choices to promote a healthy, safe lifestyle. We teach the children how to make simple choices to improve their health and well-being, preparing pupils for the opportunities, responsibilities and experiences of adult life.

We aim to:

- Enable young people to make healthy, informed choices through helping them to increase their knowledge, challenging and exploring attitudes and developing and practising skills.
- To help young people to develop further a sense of self-worth and self esteem.
- To increase understanding about the implications and possible consequences of drug use and misuse.
- To help young people to distinguish between different substances, consider their use, misuse, benefit and harm.
- To listen to young people's thoughts, feelings and concerns and to ensure that drug education responds to their needs.
- To counter any inaccurate messages (mis-information) and myths which young people may receive about drugs with accurate information.
- To encourage an understanding for those experiencing or likely to experience drug use (including those dependent on medicinal drugs).
- To widen understanding about related health, social and legal issues.
- To enable pupils to identify where help and support can be found, by offering a complete doctor's check-up where appropriate, or signposting to other options.
- To develop as a Health Promoting School.
- Encourage children to have the courage to speak out about the suspicion of others misusing drugs.

We intend to achieve our aims through:

- A co-ordinated, integrated and consistent approach to the curriculum and to possible drug related incidents.
- An appropriate teaching programme which responds to pupils' needs.
- Clearly defined learning outcomes for lessons and other inputs.
- Assemblies, displays, debates and visiting speakers that help to reinforce safety and awareness of these sensitive topic areas.
- Reinforcement of key messages at different ages and stages and in different situations.
- Content and teaching approaches, which match the needs and maturities of all pupils, including those with special educational needs and / or English as an additional language.
- Involvement of the whole community, including staff, governors, parents/carers, pupils and visitors, in order to promote a united and cohesive approach to substance education and misuse.
- Working in an integrated way with other local professionals.
- Training and support for staff in the planning and implementation of drug education.
- Regular revision of policy and practice.

The EYFS Early Learning Goals for Personal Social and Emotional Development & Physical Development include:

- PSED: Self-confidence, esteem, control and care, making relationships, behaviour and community.
- Physical Development: Health and body awareness, some understanding of what it means to keep our bodies healthy and ways to keep safe.

Pupils will also have opportunities to hear from the Health & Wellbeing Team, visiting doctors, dentists etc who will explain the importance of medicine and their safe handling.

In Key Stages 1, 2 and 3 (Year 7 and 8) a planned programme of drugs education will be delivered based upon the PSHE and Science curriculum.

In KS1 children will be taught:

- What is safe to put into/onto the body
- What substances can be harmful if not used properly
- That all medicines are drugs but not all drugs are medicines
- The places that are safe and where to get help
- People in the community who can help them
- The rules for keeping safe at home and at school
- Understanding the difference between a surprise and a secret
- When to keep a surprise
- They have a right for their voice to be heard if something is worrying them
- To tell a trusted adult if they have a secret
- That they have rights over their own bodies
- That some people need drugs to live a normal life and that some drugs can prevent the development of diseases (e.g. immunisation)

In addition to the above, KS2 & KS3 children will be taught:

- About the range of legal drugs encountered in everyday life
- About the effects of legal drugs and any associated risks that they may entail (e.g. alcohol consumption, tobacco, vapes and prescription medicines).
- That some substances are illegal and the law in relation to the possession of these substances.
- To have an understanding of the effects of illegal drugs and associated risks
- School rules/safety rules relating to medicines, alcohol, tobacco, solvents, shisha pens, vaping and illegal drugs
- That discarded syringes and needles can be dangerous.
- To think about what boundaries are appropriate in friendships and the risks & impacts that peer pressure may have on the consumption of a ‘drug’.
- To recognise the term ‘addiction’ and know how and when to seek support including which adults to speak to in school if they are worried about their health.
- To emphasise the importance of self-responsibility for looking after their own physical and mental health.

Accordingly the KS1 and KS2 Felsted Standards include:

KS1 children will be taught about the role of drugs as medicine.
KS2 children will be taught about the effects on the human body of tobacco, alcohol and other drugs and how these relate to their personal health.
The Foundation Stage Early Learning Goals for PSED and Physical Development will also be met.

Pupils should be able to:

- Understand their own personality, needs, abilities and interests.
- Understand the process of reasoning required to make informed choices.
- Explore their own attitudes towards drugs and drug issues.
- Develop coping strategies to deal with peer pressure.
- Develop a competence in challenging attitudes and patterns of behaviour associated with drug misuse.
- Develop self-discipline.
- Understand what is meant by 'a drug' and the definition of 'addiction'.
- Understand how some drugs affect the body.
- Be aware of the benefits of healthy lifestyles.
- Recognise potential drug exploitation and how to take avoiding action.
- Be aware of the current drug culture and the effect of advertising campaigns.

These objectives are closely linked with our School policy on Pastoral Care and they should not be seen in isolation.

ORGANISATION

The Head, PSHE Leads, Heads of Section and Boarding House staff take joint responsibility for the policy and its implementation, for liaison with the Governing Body, parents, DSL, Local Safeguarding Children Board (LSCB) and appropriate outside agencies who will have general responsibility for handling the daily implementation of this policy. As stated, drugs education will be proactively delivered through the PSHE and Science curriculum. Our school actively co-operates with the Health and Wellbeing Assistants, School Nurse, School Medical Centre, Social Services and other agencies and is committed to developing our contacts with the wider community as is necessary for the best care of each child. Staff training will be undertaken, as and when required, to ensure the best current practice is upheld.

HEALTH AND SAFETY

Our school is committed to the health and safety of its members and will take action to safeguard their wellbeing if members of the school misuse drugs and/or alcohol, or if these substances are illegally supplied.

STAFF

All staff should consider themselves role models whose behaviour the children are likely to notice and often follow. Staff also have a responsibility to know how they should respond to any possible drug related incidents. They have the responsibility to contribute to the taught curriculum for drug education. They listen to the pupils and determine their specific needs. These needs are in specific drug education input as well as through a wider programme of personal and social skill development. Staff have a duty of care to pass on information to the Head / DSL if they have knowledge or suspicion of illicit drug use by pupils or by members of a pupil's family.

In line with the Government's Drug strategy 2010 the staff have the information, advice and power to:

- Provide accurate information on drugs and alcohol through education and targeted information, including via the FRANK service;
- Tackle problem behaviour in schools, with wider powers of search and confiscation;
- Work with local voluntary organisations, health partners, the police and others to prevent drug or alcohol misuse.

PARENTS, HOUSE PARENTS (in-loco-parentis) AND CARERS
As a School we share responsibility for the education of our young people with parents and carers. The school, parents and carers inform and involve each other through open and regular communication and cooperation to achieve the successful implementation of this policy.

Involving parents and dealing with complaints
Any searches must be carried out in line with the School's Search Policy. Search Policy

A written record will be kept of any search, including date, time, people present and the outcome. The pupil's parents will be informed after any search, regardless of the outcome.

Complaints about searching should be dealt with through the normal school complaints procedure.

GOVERNORS
The governing body will be involved in drug education and drug-related incidents in the same manner as any other matter concerning the direction of the school. The Behaviour and Discipline Policy applies and this policy should be read in conjunction with the School Pastoral Care Plan and policy for Permanent Exclusions (Expulsion) Policy.

CONFIDENTIALITY
Some pupils may choose to mention instances of drug use in class or to individual members of the school community. While staff will want to be supportive, they need to follow our Safeguarding guidelines which clearly state that they may not be able to guarantee confidentiality. Teachers and health professionals working within the classroom cannot offer or guarantee confidentiality.

MONITORING AND EVALUATING
The School's Drug Education Policy will be regularly reviewed to assess its implementation and effectiveness. It will be done by the PSHE Leads in consultation with the Head, Heads of Section, Boarding House staff, staff, pupils and governors, at the time stated on the Header of the policy in line with the School Evaluation Cycle unless legislation states otherwise.

The document and any relevant resources are available to parents and the wider community.

DRUGS IN SCHOOL
The use of prescription and over-the-counter medication are clearly laid out in the First Aid Policy and Administration of Medicines Policy.

Solvents and other hazardous chemicals must be stored securely to prevent inappropriate access or use by pupils. Teachers are cautious with aerosols, glues and board-cleaning fluids. All hazardous chemicals are dealt with according to COSHH (see Health and Safety Policy).

Legal drugs are legitimately in School only when authorised by the Head. Members of staff who smoke (or vape) must keep their tobacco and matches or lighters, or e-cigarettes secure. Smoking and vaping are banned on the School site and grounds. In addition, no smoking or vaping should take place in any vehicle owned, or hired, by the School, since such vehicles fall within the definition of enclosed workplaces. This is the case whether or not pupils are present. Although electronic cigarettes do not contain tobacco or produce smoke, and their use in enclosed workplaces and public places is not banned by law in the UK, staff are not permitted to use them on the School site, grounds or vehicles owned or hired by the School. This supports our Healthy School Policy.

No person, whether a pupil or not, under the age of 18 is allowed to consume alcohol on the School premises during a school event. Alcohol to be consumed at community or parents' events will be stored securely beforehand. To sell alcohol we must be licensees under the Licensing (Occasional Permissions) Act, 1983. Occasionally, members of staff may consume limited amounts of alcoholic drinks in the staff room/dining room at recognised events, e.g. end of term meals.

Dealing with drug related incidents at FELSTED PREP SCHOOL

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- Instances of pupils or members of staff found abusing drugs must be reported to the Head. The School Safeguarding procedures will then be adhered to.
- In the case of medical assistance being needed, the First Aid Policy and Administration of Medicines Policy should be followed.
- The full and relevant facts must be established before any decisions are made. All discussions and events will be recorded.
- Disposal of all substances will occur. Advice from the Police will be taken regarding the disposal of any illegal substances.
- **Searching and Confiscation (refer to Search Policy)**
  Following a search, whether or not anything is found, a record will be made of the person searched, the reason for the search, the date, time and place, those present, the outcomes and any follow up action.
- See Section 3 of the School's Search Policy for the School's policy on confiscation.

The decision to conduct a drugs test would be taken after consultation between the Head of Phase, the Medical Centre and the Head and subject to relevant consent as required.

2. FELSTED SCHOOL'S SANCTIONS POLICY ON DRUGS

2.1 Any pupil selling or distributing drugs or otherwise actively encouraging their possession or consumption ('substance abuse') by others will in all cases be expelled.

2.2 This extends to any substance which is classified as a 'controlled substance' in category A, B or C; and also to other substances which while they may be legal, the use of which the school reasonably deems to be a form of 'substance abuse' (for example glue sniffing, aerosol sniffing or similar substance abuse behaviour).

2.3 Anyone caught possessing or consuming illegal drugs while under the school's jurisdiction in term time must expect to be expelled. (The school's jurisdiction extends to on and off the school site during term time, and to all school activities, including trips, visits or expeditions led or managed by the school during term time or during the school holidays**.**). In some cases there may be mitigating circumstances; if so, they will be carefully considered.

2.4 The School has the right to search a pupil's person, their property or their accommodation at any time **that there is a serious concern, in line with the Felsted School Parent Agreement** (see Felsted School Parent Agreement, Section 11).

2.5 Any pupil using illegal substances outside of the school's geographical boundaries and outside of the school's jurisdiction in term time (i.e. in school holidays or during Exeat weekends, and all other times during the year when the pupil is not attending school) would be bringing the school into disrepute and may also be subject to the same sanctions as those applied during term time, including being expelled if the evidence warrants it.

2.6 The Head may inform the police of the possession, consumption or supplying of an illegal drug, since it constitutes a criminal offence.

2.7 If the only firm evidence that a pupil has been involved with illegal drugs is a positive urine test, he or she may be allowed to stay in the school (following a period of suspension) provided that he or she:

a) gives a written assurance to the Head and to his/her parents, that he/she will not become involved with illegal drugs again
b) consents in writing to undergo urine tests at various times during his/her remaining school career and agrees to be involved in a drugs education programme under the supervision of the Medical Centre.

2.8 The same undertakings will also be required of any pupil who may be allowed back after a first offence (see above) because of mitigating circumstances. Any subsequent offence, including a positive test result, will in every case lead to expulsion.

There is an educational programme of lectures and discussions on illegal drugs as well as other important health issues such as alcohol, tobacco, diet and exercise.

Working with the Police

A senior member of staff who is responsible for the school's drugs policy should liaise with the police and agree a shared approach to dealing with drug-related incidents should it become relevant.

Monitoring and Evaluation

This Policy is evaluated in accordance with the School's Evaluation Cycle and the date on the header at the top of this Policy.

RELEVANT DOCUMENTS

DfE and ACPO drug advice for schools GOV.UK

School-based alcohol and drug education and prevention – what works? mentor-adepis.org

Useful Organisations

We are with you provides free, confidential support to people experiencing issues with drugs, alcohol or mental health. Includes a directory of local services and providers.
Website: www.wearewithyou.org.uk

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services.
Website: www.adfam.org.uk

Alcohol Change UK is a leading UK alcohol charity working to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems.
Website: https://alcoholchange.org.uk

ASH (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco.
Website: www.ash.org.uk

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm.
Website: www.drinkaware.co.uk/

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

Drug Education Forum – this website contains a number of useful papers and briefing sheets for use by practitioners:
Website: http://www.drugeducationforum.com/

FRANK is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs. 24 Hour Helpline: 0300 123 6600
Website: www.talktofrank.com

National Children's Bureau promotes the interests and well-being of all children and young people across every aspect of their lives.
Website: www.ncb.org.uk

Family Lives - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects.
Website: http://familylives.org.uk/

Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse)
A national charity providing information for teachers, other professionals, parents and young people.
Website: www.re-solv.org

Smokefree - NHS Smoking Helpline: 0300 123 1044 (Mon-Fri 9am-8pm; Weekends 11am-4pm)
Website: https://www.nhs.uk/better-health/quit-smoking/

Youth Offending Teams – Local Youth Offending Teams are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to [prevent offending by young people under the age of 18.
Website: https://www.gov.uk/youth-offending-team