



# Ringwood School

A National Teaching Academy

## Drug, Alcohol and Substance Misuse Policy

### Policy Details:

Policy Name	Drug, Alcohol and Substance Misuse Policy
Policy Number & Version	Updated January 2021
Author	Assistant Headteacher for Student Behaviour, Personal Development and Welfare
Authorised By	Student Welfare committee – Governing Body
Authorisation On	4 <sup>th</sup> February 2021
Review Frequency	Every two years – Next review date: February 2023

## Definition

The United Nations Office on Drugs and Crime defines a drug as:

*“A substance people take to change the way they feel, think or behave”*

This definition has been adopted by the Home Office and is the definition that applies within this policy and which therefore covers:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971 and those covered by the 2016 Psychoactive Substances Act)
- All legal drugs, including alcohol, tobacco, volatile substances (those giving off a gas or vapour which can be inhaled), and alkyl nitrates (sometimes known as ‘poppers’)
- All legal medicinal drugs (including ‘over-the-counter’ and prescription medicines)

## Aims of this policy

The purpose of this policy is to:

- Clarify the legal requirements and responsibilities of the school
- Reinforce and safeguard the health and safety of all staff, students, governors, parents/carers, external agencies and the wider community
- Clarify the school’s approach to alcohol and drugs for all staff, students, governors, parents/carers, external agencies and the wider community
- Give guidance on developing, implementing and monitoring the drug education programme
- Enable staff to manage drugs, alcohol and illegal substances on the school premises, and any incidents involving such that may occur, with confidence and consistency, and in the best interests of those involved
- Ensure that the response to incidents involving drugs, alcohol and illegal substances compliments the overall approach to drug education and the values and ethos of the school
- Provide a basis for evaluating the effectiveness of the school’s drug education programme and the management of incidents involving illegal and other unauthorised drugs

## Application

This policy applies to all persons using the school site, including students, staff and visitors. It applies whilst students are travelling to and from school, during the school day (including break and lunch time and any extra-curricular clubs or activities), and at any time the student is wearing their school uniform. It applies on residential and non-residential visits, work experience and any time the school is deemed to be in loco parentis.

## Role of the Headteacher and Governors

The Governing Body have overall responsibility for the policy and its implementation. This responsibility is devolved to the headteacher who is responsible for liaising with the governing body, parents/carers and appropriate outside agencies and for the appointment of those staff within the school, who have responsibility for handling the implementation of the policy. The headteacher will ensure that all staff dealing with substance issues are adequately supported and trained.

## Drug, Alcohol and Substance Misuse Education

Ringwood School is proud to be part of the Hampshire Safe program, working with 12 other local schools and colleges to educate and protect our students from drugs. Drug, alcohol and

substance misuse education is embedded through the values and ethos of the school and Ringwood School recognises that drug education is a major component of drug prevention. It is taught at an age, ability, and maturity appropriate level across the school via the Science curriculum for students up to Year 11, through the Personal, Social, Health and Economic (PSHE) curriculum and also through assemblies, which may include external speakers. We believe that if young people are not given accurate information about drug, alcohol and substance misuse in school, then they may obtain potentially dangerous misinformation from elsewhere.

The drug, alcohol and substance misuse education syllabus is revised annually (and more often if advice changes), but always complies with the following principles, which all staff are required to follow:

- The legal context will be made clear, including prohibitions and maximum punishments
- The zero-tolerance stance of the school towards drug, alcohol and substance misuse while under the school's jurisdiction will be emphasised
- Realistic information on the effects and potential effects of drugs and other restricted or illegal substances, physical, psychological and social, will be given. Information about how drugs and other restricted or illegal substances are obtained or used will not be given.

Alongside this, work is completed to develop students' personal and social skills to make informed decisions and keep themselves safe and healthy, including promoting positive attitudes to healthy lifestyles, assessing, avoiding and managing risk, communicating effectively, resisting pressures and how to access help and support.

During the course of drug, alcohol and substance misuse education, students may be encouraged to research and debate issues, examining both sides of controversial questions, but staff, whatever their private opinions, will clearly uphold these principles.

### **Ringwood School's Stance towards Drugs, Alcohol and Substance Misuse**

Ringwood School is a drug, alcohol and illegal substance free zone and has a zero-tolerance approach to any of these on the school site. Possession or use of any illegal drugs or alcohol or any drug paraphernalia is not tolerated in our school; neither is any drug related behaviour which may damage the learning environment or endanger others in our community. The consequences of such conduct is exclusion, even for a first time offence.

The school's jurisdiction covers students from the time they start from home to travel to school until they arrive home after school, and also covers all school-related events and visits. When the welfare of other students and staff is compromised, this jurisdiction may also cover actions taken by students when they are not at school or a school related event.

While under the school's jurisdiction, no student may at any time be in possession of a classified drug, alcohol, tobacco or other substance or paraphernalia which may be similarly abused.

## **Management of Incidents**

### **Drug Related Incident**

If a student is suspected, observed or discloses to being under the influence of an illegal drug or in possession of an illegal drug (or any form of drug paraphernalia), the student and their property (including school property e.g. lockers) will be searched in line with our screening and searching policy (section 20 of the Behaviour, rewarding and exclusion policy). Prior consent will always be sought from the student, however individuals must be aware and will be made aware that if consent is refused, the school may wish to proceed with the search without their consent.

Parents/carers will be informed at the earliest opportunity by the headteacher (or designated member of staff).

Students selling or supplying illegal drugs will be permanently excluded.

In all cases of illegal drug possession or the possession of drug paraphernalia, the police will be notified and criminal action may result.

We recognise that a student who is abusing drugs needs support. We would therefore hope that, in most circumstances, the school and parents/carers can work together to support the young person involved. Drug counselling, through the school nurse service will be offered, as appropriate, or a referral to other drug based organisations such as Catch 22, FRANK or Reach.

### **Cigarettes, E-Cigarettes, Tobacco, Lighters and Matches**

Students are forbidden to bring cigarettes, e- cigarettes, lighters or matches on to the school premises. Students are also forbidden to smoke on the way to or from school, whilst wearing school uniform, or on school visits. If found smoking or found in the possession of cigarettes, e-cigarettes, tobacco or matches, students will be issued with a Leadership Detention in the first instance and parents/carers will be contacted.

Further incidents may result in either internal isolation or a fixed term exclusion. We recognise that any student who smokes, needs support. We would therefore hope that, in most circumstances, the school and parents/carers can work together to support the young person involved. The student will be referred to the school nurse or other appropriate support groups e.g. Action on Smoking and Health (ASH) for advice and support in giving up smoking.

### **Alcohol**

Students are not allowed to bring alcohol on to the premises or to drink alcohol on the way to or from school. If a student is suspected of being under the influence of alcohol or is caught in possession of alcohol, the student's parents/carers will be contacted. Depending on the severity of the incident the student can expect to be sanctioned; this could include a fixed-term exclusion.

We recognise that any student who abuses alcohol, needs support. We would therefore hope that, in most circumstances, the school and parents/carers can work together to support the young person involved. The student will be referred to the school nurse or other appropriate support groups e.g. Alcohol Concern, DrinkAware or ADFAM for support regarding alcohol abuse.

### **Medicines and Legal Medicinal Drugs**

Students are forbidden to bring any medicines or legal medicinal drugs into school unless they are for medication. In this case a medical consent form must be completed (accessed on the school website) and must be prescribed medicines that are in date, labelled, provided in the original container as dispensed by the pharmacist and include instructions for administration, their dosage and storage. These will be stored in the medical room.

Where appropriate, students will always be expected to self-administer their medicine and are asked to take any medication within sight of a qualified first aider. Antibiotics should not need to be brought into school, except on the advice of a qualified medical practitioner.

We will only administer non-prescribed medicines that are in the original packaging with written consent on the "Medication Consent Form" e.g. eye drops, Feminax, Gaviscon, cough medicine. This will also only be on a short-term basis (where the school have concerns they will seek further guidance from their link School Nurse).

It is our policy (with reference to the 'Supporting Students with Medical Conditions' policy) to give age appropriate doses of paracetamol, ibuprofen and anti-histamine to secondary age students as described on the packet, if written consent from the parents has been received in advance of administration. This is usually through the medical consent completed during transition to Ringwood School. We will check with the student that they have not previously taken any medication containing paracetamol or ibuprofen within the preceding 4 hours.

The school nurses have paracetamol, ibuprofen and antihistamine in school to eliminate the need for students to bring these onto the school site.

We will never administer aspirin to any student under 16 years old unless prescribed by a doctor.

All other pain relief medicine will not be administered without first checking maximum dosages and when previously taken.

For further information, please see Ringwood School's "Supporting Students with Medical Conditions" policy.

### **Use of Detection Dogs**

As part of the Hampshire Safe program, Ringwood School will routinely have detection dogs on site, working both passively and actively with their handler to ensure our site and the area around our site remains drug free and safe for all our students. There will be no prior notice given to students or parents/carers. Students will not have direct physical contact with detection dogs.

Any student indicated by the detection dog will be searched in line with our policy and parents/carers informed.

### **Searching and Confiscation**

Under the Education and Inspections Act (2006) the headteacher and authorised staff have a statutory power to search a student or students or their possessions, without consent, where

we have reasonable grounds for suspecting that the student may have a prohibited item. Full details on searching and confiscation are found in the behaviour policy.

Prohibited items include:

- alcohol
- illegal drugs
- tobacco, e-cigarettes, cigarette papers and matches

Any student found to be in breach of any aspect of this policy will have the offending articles confiscated.

In most cases, fireworks, alcohol, tobacco and cigarette papers, mobile phone, MP3 player or Games console will be returned to the parent/carer (only) although depending on the seriousness of the offence, they may be surrendered to the police.

Any item confiscated that is illegal or the member of staff reasonably suspects has been, or is likely to be used:

- to commit an offence to cause personal injury to
- or damage to the property of any person (including the student)

will be surrendered to the police.

For regulations regarding searching and confiscation within schools, please refer to the DfE guidance at:

<http://www.education.gov.uk/aboutdfe/advice/f0076897/screening-searching-and-confiscation> as well as the school's behaviour policy.

### **Monitoring and evaluation**

This is conducted through lesson observations and through reviews of the Life Choices curriculum. Student Voice provides feedback to events and Life Choice curriculum. These are all used to inform future planning.

This policy should be used in conjunction with Ringwood School's:

- Code of conduct
- Behaviour, rewarding and exclusion policy
- Safeguarding policy
- SEND policy
- Supporting students with medical conditions policy
- Health and Safety policy

The policy is written in reference to the Department for Education advice and guidance: DfE and ACPO drug advice for schools (DfE-00001- 2012).