

# Anti-Drugs Policy

Approved by **RET Board**

Approved on **May 2018**

SLT contact **Headteacher**

Revision due **Every 2 years**



## 1. Rationale

- a. The school condemns absolutely the abuse of drugs, alcohol or other substances by any member of the school community as well as the illegal supply of these substances. The health and safety of all our students is paramount and the school will take any necessary action to safeguard students' well-being.
- b. The school is committed to educating our students about the dangers of substance abuse and will seek to persuade students in need of support to seek the help they need.
- c. The school follows the anti-drugs and substance abuse procedures agreed with the police and other local secondary schools.

## 2. Aims

- a. To increase knowledge and understanding of the inherent dangers in the abuse of drugs, alcohol and other substances
- b. To enable all students to make healthy and informed choices by increasing knowledge, challenging attitudes and developing decision making skills
- c. To enable students to identify and use appropriate support and counselling from trained staff either in or out of school.
- d. To ensure students understand the related health and social issues concerned with substance abuse
- e. To train staff in the delivery of personal, health and social education

## 3. Policy

- a. The school follows the local authority procedure in dealing with any incidents of substance abuse.
- b. The school co-operates with other agencies such as the Youth and Community Police Team, Social Services, the Local Education Authority and other accredited Drugs and Anti Substance abuse agencies to deal with any incidents of substance abuse.
- c. In instances involving substance abuse or supply on the school premises parents will be informed so that they and the school can work together to support the student. Where it is suspected that dangerous substances are being sold or used on the premises details regarding those involved will be passed to the Youth and Community Police Team.

## 4. Procedures for staff

- a. Where a student discloses substance abuse on the premises staff will inform the Deputy Headteacher immediately or in his/her absence the Headteacher. If the abuse has taken place off the premises the appropriate action would be to inform the Headteacher.
- b. Members of staff must not guarantee confidentiality and students will be told who else will be informed. This will usually be the Deputy Headteacher but staff should not disclose information to other colleagues unless directed to do so.
- c. Where staff discover substances suspected to be harmful, illegal or needing investigation the following procedures should be followed:
  1. send for the Deputy Headteacher or member of the Senior Staff. If this is not possible continue with one of the procedures below:
    - from a place: if possible, remove the substance from where it was discovered in the presence of a witness. If this is not possible, do not leave the substance unattended but remove it cautiously
    - from a person: when receiving or retrieving substances from a student do so if at all possible in the presence of a witness. However, in the absence of a witness do not put off receiving substances or within the bounds of professional discretion removing a substance from a student's possession
  2. Follow the guidelines below
    - Record the time, date, place and the circumstances the substance came into your possession. Avoid handling substances directly as these may be dangerous.
    - Do not investigate the nature of the substance but record its approximate size and appearance and have the recordings countersigned by a witness.

# Anti-Drugs Policy

Approved by **RET Board**

Approved on **May 2018**

SLT contact **Headteacher**

Revision due **Every 2 years**



- Take the substance immediately to the Deputy Headteacher who will arrange to place it in a evidence bag which will be signed and dated. Do not keep the substance on your person or in a safe place or you may place yourself at risk.
- The Headteacher will arrange for safe disposal by the appropriate agency
- In the event of finding equipment associated with substance abuse such as needles or syringes handle with utmost care using gloves from the medical room.

## 5. Procedures for students involved in substance abuse

- a. If it becomes known that a student is involved with the abuse of substances
  1. The Deputy Headteacher/Headteacher and Head of Year will be informed and the allegation discreetly investigated
  2. The Child Protection Officer will be informed if appropriate
  3. Other staff will be informed if appropriate
- b. If a student is using illegal drugs outside school hours
  1. The Deputy Headteacher will be informed and the information discreetly checked
  2. All information of a confidential nature will be respected where this is appropriate
  3. Parents will be informed as appropriate
  4. Students may be recommended to attend counselling either in or out of school
  5. Police may be informed as appropriate in line with the local authority procedure
- c. If a student is found in possession of or using illegal drugs at school
  1. The Deputy Headteacher/Headteacher and Head of Year will be immediately informed
  2. Appropriate medical attention will be sought immediately and parents will be informed as soon as possible
  3. Disciplinary action will be taken depending on the seriousness of the offence up to permanent exclusion
  4. Police will be informed as appropriate in line with the local authority procedure
  5. Counselling will be recommended by mutual agreement
  6. These procedures also apply for students travelling to or from school, or outside of school when representing the school or wearing school uniform.
- d. If a student is found to be offering, selling or supplying illegal drugs at school
  1. The Deputy Headteacher/Headteacher and Head of Year will be immediately informed
  2. Parents will be informed as soon as possible
  3. Disciplinary action will be taken, normally permanent exclusion
  4. Police will be informed as appropriate in line with the local authority procedure
  5. Counselling will be recommended by mutual agreement
  6. These procedures and sanctions may also be applied to incidents on the way to or from school, when representing the school or wearing school uniform.
  7. They may also be applied in exceptional circumstances which otherwise have no connection to the school where the Headteacher determines that this is appropriate. Examples of such a situation where this might apply include: offering, selling or supplying illegal drugs to school students; any form of offer or supply of a class A drug.