

# Leek High School



## Drug and Alcohol Policy

### Contents

#### Introduction

1. Legal framework
2. Key roles and responsibilities
3. Definitions
4. Staff training
5. Drug education
6. Smoking
7. Legal drugs and prescribed medicines
8. Solvents
9. Persons found to be under the influence of drugs or alcohol
10. Medical emergencies
11. Threatening behaviour
12. Searching
13. Controlled substances
14. Discipline
15. Monitoring and review

Signed by:

\_\_\_\_\_ Headteacher

Date: \_\_\_\_\_

\_\_\_\_\_ Chair of governors

Date: \_\_\_\_\_



## Introduction

Leek High School takes a zero-tolerance approach to the misuse of drugs and alcohol on school premises. This policy has been developed in conjunction with DfE guidance to ensure that everyone is aware of the risks posed by the misuse of drugs and alcohol.

We are committed to:

- Upholding the Health and Safety Policy already in place at the school.
- Providing a safe and healthy environment which is conducive to the education of the children in the school.
- Providing a robust policy which outlines our zero-tolerance approach to drug and alcohol misuse.
- Developing and improving the policy by reviewing it after any incident.
- Educating students on the dangers of drug and alcohol misuse.

## 1. Legal framework

1.1 This policy has due regard to relevant legislation and guidance, including, but not limited to the following:

- DfE (2016) 'Keeping children safe in education'
- The Children and Families Act 2014
- The Education Act 2011
- The Health Act 2006

1.2 This policy will be implemented in conjunction with the school's:

- Behaviour Policy
- Child Protection and Safeguarding Policy
- Health and Safety Policy
- Medical Conditions Policy
- PSHCE Policy
- Screening, Searches and Confiscation Policy

## 2. Key roles and responsibilities

The **Headteacher** is responsible for dealing with any alcohol and drug related issues within the school.

## 3. Definitions

Leek High School defines a 'drug' as any substance which, when ingested alters perception and/or the way the body works. This definition includes, but is not limited to:

- Alcohol
- All Illegal substances
- 'Over the counter' medicines
- Nicotine products
- Prescription medicines
- Solvents
- Tobacco
- Legal highs

## 4. Staff training

4.1 At Leek High School, we recognise that early intervention can prevent drug misuse. As such, teachers will receive training in identifying students who may be at risk.

4.2 Teachers and support staff periodically receive formal drug training from outside agencies.

4.3 Teachers and support staff will receive regular and ongoing training as part of their professional development.

## 5. Drug education

- 5.1 All students will receive regular guidance on drugs and alcohol as part of the PSHCE curriculum.
- 5.2 Lessons will be delivered as appropriate to the age of the students and differentiated to meet specific learning needs.
- 5.3 Where appropriate, external agencies will lead PSHCE sessions on drug and alcohol misuse.

## 6. Smoking

- 6.1 In accordance with **part 1 of the Health Act 2006**, Leek High School is a smoke free environment. This includes all buildings, out-buildings, playgrounds, playing fields and sheltered areas.
- 6.2 Parents, visitors and staff must not smoke on school grounds and will avoid smoking in front of students and/or encouraging students to smoke.
- 6.3 Students, including sixth form students over the age of 18, are not permitted to bring smoking or nicotine products onto the premises. This includes, but is not limited to cigarettes, e-cigarettes, lighters, matches and pipes.
- 6.4 In the interest of health and hygiene, smoking will not be permitted at, or around, the school gates.

## 7. Legal drugs and prescribed medicines

- 7.1 We understand that some students may require medications that have been prescribed by a doctor, or other health professional.
- 7.2 Parents/carers have the primary responsibility for their child's health and should provide the school with all relevant information about their child's medical condition(s).
- 7.3 Medicines should only be brought onto the premises if it would be detrimental to the child's health if medicines were not administered during their time at the school.
- 7.4 The school will only accept medicines that have been prescribed by a doctor, dentist, nurse or pharmacist.
- 7.5 Medicines must be provided in the original container as dispensed and must include the prescriber's instructions for administration and dosage.
- 7.6 Further guidance can be found in the school's **Medication Conditions Policy**.

## 8. Solvents

- 8.1 Pupils are not permitted to bring solvent based products onto the premises including, but not limited to, aerosol deodorants, compressed air, and aerosol hairspray.
- 8.2 The school will ensure that potentially hazardous solvents are stored safely, and students will be supervised if they are required to come into contact with them.

## 9. Persons found to be under the influence of drugs or alcohol

- 9.1 Staff members found to be under the influence of drugs or alcohol whilst on school premises will be disciplined in line with the staff code of conduct.
- 9.2 Visitors to the school found to be under the influence of drugs or alcohol will be required to leave the site immediately and may be reported to the police. The Headteacher has the authority to temporarily or permanently ban offenders from the school site.
- 9.3 Unless it is a medical emergency, or where there is aggressive or threatening behaviour, students found to be under the influence of drugs or alcohol whilst on school premises will be removed from class and escorted to a pastoral or leadership office, where they will be assessed.
- 9.4 The student's parent/carer will be asked to remove the student from the premises.
- 9.5 The student will remain isolated and supervised until their parent/carer arrives.
- 9.6 If necessary, a search of the student's bag will be conducted.
- 9.7 If necessary, a breathalyser test will be administered with the permission of the student's parent/carer.

## 10. Medical emergencies

- 10.1 In drug related medical emergencies, trained first aiders will be summoned.
- 10.2 A teacher will remain with the casualty until the trained first aider arrives.
- 10.3 Other students will be removed from the immediate area, as soon as is reasonably practicable.
- 10.4 Following assessment by the first aider, a decision will be made to ascertain whether an ambulance will be called.
- 10.5 The student's parents will be telephoned and told about the incident.
- 10.6 If the student is felt to be at risk, the **Child Protection and Safeguarding Policy** will come into effect and social services will be contacted.
- 10.7 All accidents and incidents, including near misses or dangerous occurrences, will be reported as soon as possible following the school's **Health and Safety Policy**.

## 11. Threatening behaviour

- 11.1 Aggressive and threatening behaviour by students, staff or visitors under the influence of drugs or alcohol will be taken very seriously.
- 11.2 Where aggressive and/or threatening behaviour is displayed, the school will not hesitate to contact the police.
- 11.3 Any student, staff member or visitor displaying aggressive and/or threatening behaviour will be removed from the premises.
- 11.4 In the case of students, parents/carers will be contacted.

## 12. Searching

- 12.1 Staff members may use common law to search students with their consent for any item.
- 12.2 Staff members may ask any student to turn out their pockets.
- 12.3 Staff members may search any student's bag.
- 12.4 A staff member carrying out the search can confiscate anything they have reasonable grounds for suspecting is a prohibited item. This includes potentially harmful materials which cannot immediately be identified.
- 12.5 Under **part 2, section 2 of the Education Act 2011**, teachers are authorised by the Headteacher to search for any prohibited item including, but not limited to tobacco and cigarette papers, as well as illegal drugs and alcohol, without the consent of the student if they have reasonable grounds for suspecting that the student is in possession of a prohibited item.
- 12.6 Searches will be conducted by a same sex member of staff with another staff member as a witness, unless there is a risk that serious harm will be caused to a person if the search is not done immediately, and where it is not practicable to summon another member of staff.
- 12.7 Staff members may require a student to remove outer clothing including hats, scarves, boots, coats and scarves.
- 12.8 Student's possessions will only be searched in the presence of the student and another member of staff unless there is a risk that serious harm will be caused to a person if the search is not done immediately, and where it is not practicable to summon another member of staff.
- 12.9 Staff members may use such force as is reasonable given the circumstances when conducting a search for alcohol, illegal drugs or tobacco products.
- 12.10 Any staff member may refuse to conduct a search.

## 13. Controlled substances

- 13.1 Leek High School has a zero-tolerance policy on illegal drugs.
- 13.2 Following the identification and confiscation of a controlled substance, a staff member will seal the sample in a plastic bag and include details of the date and time of the confiscation and the name of any witness/witnesses present.
- 13.3 The staff member will store the sample in a secure location.
- 13.4 The incident will be reported immediately to the police who will collect the sample and then deal with it in line with agreed protocols.
- 13.5 Leek High School will give the police the name of the student, from whom the drugs were taken.
- 13.6 A full incident report will be completed and submitted to the Headteacher.
- 13.7 Any further measures will be undertaken in line with the school's **Child Protection and Safeguarding Policy**.



- 13.8 Where controlled substances are found on school trips away from the school premises, parents/carers of the student, as well as local police, will be notified.

## **14. Discipline**

- 14.1 Students involved in drug and/or alcohol situations on school premises will be disciplined as per the school's disciplinary procedure and, where appropriate, the police will be informed.
- 14.2 Teachers and staff members involved in drug and/or alcohol situations on school premises will be disciplined as per the staff code of conduct and, where appropriate, the police will be informed.
- 14.3 Visitors involved in drug and/or alcohol situations on school premises will be banned from entering school premises indefinitely and, where appropriate, the police will be informed.

## **15. Monitoring and review**

This policy will be reviewed in full by the **Local Governing Body** on an annual basis.