



# DEVONPORT HIGH SCHOOL FOR GIRLS

## Drugs POLICY

Named person: Mr A Thomas

Category: School

Review: Bi-annually

Date to be reviewed: Summer 2020

**This policy has been reviewed with regard to the work/life balance of staff.**

Adopted by the Governors' Policy Committee on: 09/07/18

Ratified at the Full Governors' meeting on: 11/07/18

## **Policy on School drugs**

### **Rationale**

The school recognises that the majority of young people of school age will never use an illegal drug and a small minority may experiment with illegal drugs. Most however, will at some point occasionally use drugs for medicinal purposes and a number will try tobacco, e-cigarettes and alcohol. We therefore have a responsibility to educate students about drugs accordingly and ensure that the school provides a safe and supportive environment for all members of the school community. The school subscribes to the DfE and ACPO Drug Advice for Schools January 2012.

### **Description of the school**

Devonport High School for Girls is a non-denominational, 11-18 selective grammar school of approximately 830 students and 100 staff (a small number of boys are on roll in the sixth form and a number of others study with us from local schools within a consortium). We are situated in an -urban location in the city of Plymouth. Our students come to study with us from a very large and diverse geographical area both urban and rural spanning Plymouth, Devon and Cornwall. All members of the school community recognise their responsibility to maintain high standards of behaviour and it is our aim to help students to safely take their place in a society where a wide-range of drugs exist.

### **Definition of a drug**

For the purposes of this policy statement the word drug refers to any substance that affects the way in which the body functions physically, emotionally or mentally. It can be both legal and illegal and includes substances such as: nicotine, alcohol, illegal drugs, medicines, novel psychoactive substances (so called 'Legal Highs' or 'Chemical Highs') and volatile substances.

### **Aims**

- To provide a safe and supportive environment for all members of our school community
- To take account of the differing needs of members of the school community
- To set clear boundaries which are known to students, parents/carers and staff which are acted upon consistently
- To ensure that the response to drug incidents is both appropriate and consistent with the rationale and aims of our drug education programme

## **Objectives**

- To ensure that members of our school community understand the school rules and procedures relating to drugs
- To ensure members of the SLT are equipped to oversee the management of drug related situations, adhering to the policy and ensuring that staff are adequately trained and resourced
- To deal with drug related incidents promptly, ensuring time is given to a full investigation with a fair and consistent response which takes account of the differing needs of students, staff and parents/carers
- To review this policy in light of any incidents that take place

This policy links to the following policies:    Behaviour for Learning Policy  
   Safeguarding Policy  
   First Aid Policy

## **Roles and responsibilities**

- Drawing up and/or reviewing the policy – Deputy Head Teacher Mr A Thomas
- Planning and co-ordinating the drug education curriculum – Senior Head of House Dr D Parry and Head of Sixth Form Mr E Lamb
- Managing drug related incidents – Mrs A Hemsli Head Teacher, Mr A Thomas Deputy Head Teacher, Mr E Lamb, Assistant Head Teacher, Mrs R Morgan Assistant Head Teacher, Mr L Norster Assistant Head Teacher, and Mrs B Bell Business Manager

## **The Boundaries of the Policy**

Devonport High School for Girls defines its boundaries in relation to applying this policy as the school grounds, journeys to and from school, all occasions in the school day where a student may be off site during scheduled breaks, use of the Life Centre, work experience and all organised trips and residentials. Prior to school trips, staff, parents/carers and students will be reminded of the rules and sanctions that will apply in relation to drugs. The policy applies to all staff, students and visitors/partner agencies working in the school.

## **Drug Education**

### **Aims and key learning objectives**

- To develop a drug education programme appropriate for each year group that builds on what has already been delivered. It will enable students to make informed decisions and choices whilst fostering self-esteem, assertiveness, empowerment and self-worth.
- The drug education programme will be delivered through the pastoral programme by Form Tutors and led by the Senior Head of House and Head of Sixth Form. The programme will aim to increase students' knowledge about drugs considering the short and long term effects and social consequences of substance misuse. Students will be encouraged to develop the ability to assess risk and give and access help in age appropriate situations.
- Parent/carer involvement in drug education will be encouraged by means of the parent forum, workshops and the school website
- Identified resources to support the pastoral programme will be kept by the Heads of House and will be reviewed on an annual basis as part of a curriculum review. External agencies will contribute to pastoral sessions
- Needs assessment will be undertaken from time to time to inform the content of the teaching and learning outcomes which will be monitored by evaluating feedback responses from students both formally and informally

### **Confidentiality/disclosure**

Honest and unbiased information should be given according to the policy. Staff should be aware that individual advice about a student's personal use of substances is not appropriate but that the provision of access to and knowledge of up-to-date information is. These include local and national helplines *e.g. FRANK for drugs, NHS Smoking Services for tobacco, DRINKLINE for alcohol*, local youth and community services and drug services. Staff are reminded to follow the school's policy on confidentiality issues. Students will also be made aware of the boundaries of confidentiality should they choose to make a disclosure to a member of staff (see section 4.3 Drugs: Guidance for Schools DfES 0092/2004).

### **Management of drug related incidents**

#### **Rationale**

The first concern of Devonport High School for Girls is to safeguard the health and safety of all members of our school community. We recognise the need to provide a safe environment at school and to offer appropriate guidance and support to staff, students and parents/carers when the need arises. While we acknowledge that use of drugs is a behaviour prevalent to differing extents in wider society, Devonport High School for Girls will not permit or tolerate the possession, consumption or supply of controlled drugs on the school premises. Staff or students who bring drugs to school or use drugs in school

may be subject to a range of sanctions or school disciplinary action. External agencies including the police may be informed. The health and well-being of the students must be of primary concern.

### **Searching and confiscation**

The school's power to discipline as set out in section 91 of the Education and Inspections Act 2006 enables a member of staff to confiscate, retain or dispose of a student's property as a disciplinary penalty where it is reasonable to do so. Where the person finds other substances which are not believed to be controlled drugs these can be confiscated where a teacher believes them to be a harmful or detrimental to good order and discipline. This would include novel psychoactive substances so called 'legal highs'. When a substance cannot be identified as a legal drug it should be treated as a controlled substance. All drug related incidents should be reported to a member of the SLT who will liaise with the police to agree what action/approach is to be taken to deal with illegal drug-related incidents. The law does not require a school to divulge to the police the name of the student from whom the drugs were taken but it is advisable to do so. The police will not normally be informed of incidents involving legal drugs unless there are concerns relating to the supply or sale of such substances to other students in the local area.

### **Controlled Drugs**

When taking possession of a suspected controlled drug it is important that:

- A second adult is present
- The substance is sealed in a bag with written details of the date and time of the seizure and signatures of the witnesses present
- The bag should be placed in a secure location such as a safe or lockable container with access limited to SLT only
- Notify the police immediately so arrangements for collection can be made and provide details of the name of the student from whom the drugs have been confiscated *this is advised but not a requirement in law*
- Keep a record of the police incident reference number together with full details of the incident
- Inform parents/carers; unless this is not in the student's best interest
- Identify any safeguarding concerns and forward all information to the Designated Safeguarding Lead Mrs R Morgan

<https://www.devon-cornwall.police.uk/prevention-and-advice/parenting/drugs-young-people/>

## **Tobacco, Electronic Cigarettes and Alcohol**

New legislation in relation to the Smoke Free Premises Act came into force on 1st July 2007 and smoking became illegal in certain wholly or substantially enclosed public places. It became an offence to smoke in no smoking premises or to knowingly permit smoking in no smoking premises. We are committed to creating a smoke free environment and developing pupil's knowledge, attitudes and skills in decision making around smoking as part of our work on keeping children and young people safe around drugs and managing risk. Devonport High School for Girls therefore operates a "no- smoking policy" throughout the school and grounds. This includes the use of electronic cigarettes (also known as e-cigs, vapes or vaporisers) as concerns have been raised about the health risks associated with their use and it is still debated whether they draw people into or away from smoking. The NHS does not recommend that young people use E-cigarettes. Further safeguarding measures exists in the UK via prohibitions on the sale of e-cigarettes to under-18s and purchase by adults on behalf of under-18s, and restrictions on advertising. In addition, the Department for Education Circular 2014/25 encourages schools and youth organisations to extend the ban on smoking in school and youth premises to include a ban on the use of electronic-cigarettes (e-cigarettes). Students are forbidden to smoke, vape or consume alcohol on the school premises, school visits and at any occasion when they are representing the school. We ask for parent/carer support in discouraging students from smoking, vaping or drinking alcohol whilst in school uniform out of school. Where students are known to be smoking, vaping or under the influence of alcohol, their parent/carer will be informed. If the student is in possession of tobacco, e-cigarettes/vaporisers or alcohol it will be confiscated and disposed of after one month. Parents/carers will have the opportunity to collect the items from the school prior to their disposal. Sanctions against students repeatedly caught smoking or drinking will include loss of personal time through SLT detentions (*see behaviour for learning policy*). Parents/carers will be asked to make arrangements to collect any student under the influence of alcohol unless they require hospital treatment or are violent at which time the appropriate emergency service will be contacted. The police will also be informed of any breach of the law e.g. under the influence in a public place is a criminal offence for a juvenile as is the sale of alcohol to a young person under the age of 18 years.

<https://www.devon-cornwall.police.uk/prevention-and-advice/parenting/alcohol-young-people/>

## **Overdose**

Where a student is suspected or known to have taken an overdose of any drug whether controlled or otherwise an ambulance must be called immediately. They must be accompanied by a member of staff until parent/carer is present. The parent/carer must be informed as soon as possible of the incident and of the action taken.

**Persons covered by the policy**

All students, employees and governors. Consideration will be given to guidance and support for staff and parents/carers as well as students.

**Staff support and Training**

Training will be made available to all school staff via CPD; coordinated by Heads of House, Head and Assistant Head of Sixth Form as part of the preparation provided for delivering the pastoral programme and also through whole school awareness sessions.