



NOTRE DAME HIGH SCHOOL

Drugs Policy

1 Introduction & context

This policy is the school's response to 'Drug Advice for Schools' (Department for Education and Association of Chief Police Officers 2012). Its purpose is to ensure the safety of students and staff through school rules, procedures and the delivery of a high quality PSHE curriculum.

2 Relationship to other policies

This policy should be read in conjunction with the following school policies:

- 2.1 Behaviour
- 2.2 Safeguarding
- 2.3 Medicines
- 2.4 Supporting Children with Medical Conditions
- 2.5 Privacy Notice
- 2.6 'Information Sharing – Advice for Practitioners Providing Safeguarding Services to Children, Young People, Parents and Carers' (DfE March 2015)

3 Scope of this Policy

Unless explicitly stated otherwise this policy applies to all students, staff, volunteers and governors of the school.

For the purposes of this policy, the school boundaries are considered to include travel to and from school on public or school transport, trips, offsite provision and any other activity that can reasonably be interpreted as 'representing the school'.

For the purposes of this policy, 'drugs' is to be interpreted as:

- 3.1 all illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- 3.2 all legal drugs, including alcohol, tobacco, volatile substances (those giving off a gas or vapour which can be inhaled), khat and alkyl nitrites (also known as poppers)
- 3.3 all over-the-counter and prescription medicines.
- 3.4 Any other illegal substances.

4 The school's stance towards drugs, health and the needs of pupils

The school considers that all drugs have the potential to cause harm if misused.

With the following exceptions, possession, use or supply of drugs or of equipment associated with drugs use within the school boundaries is unacceptable.

The only exceptions to this are:

- 4.1 Medicines: see Supporting Students with Medical Conditions. It may also be appropriate for staff and adult visitors to carry medication for personal use with them.
- 4.2 Volatile substances: see Health & Safety Policy as to how hazardous chemicals are legitimately used in school.
- 4.3 Alcohol may be occasionally authorised as part of parent/carer, community or staff events.
- 4.4 Tobacco: Staff and adult visitors may carry tobacco/e-cigarettes, but may not smoke either on the school site.

5 Staff with key responsibility for drugs

All staff have responsibility for the safety and welfare of students. This includes an awareness of issues surrounding drug usage, a responsibility to respond appropriately in the event of a drugs-related incident, and a requirement to deliver statutory aspects of the PSHE curriculum related to drugs if so directed by the Headteacher.

- 5.1 The Child Protection Lead Teacher is responsible for ensuring that all staff have received safeguarding training that covers school procedures in the event of a drug related incident.
- 5.2 The Headteacher legally has the power to search a student and their property (or to direct another member of staff to do so) without consent if they have reasonable cause to suspect the student is in possession of a banned item.
- 5.3 The Pastoral Manager has responsibility for the temporary storage of any confiscated items, and for handing any illegal items to the police.
- 5.4 The PSHE Coordinator is responsible for leading and managing a PSHE curriculum that covers the statutory requirements of Drug Education.

6 Management of drugs at school

The nature of drug related incidents means that no single approach is suitable for all. Incidents could include supply or usage within the school boundaries, drug related paraphernalia found on site, suspicion that a student, parent or carer or staff member is under the influence of drugs or is using drugs.

The following points should be noted in dealing with any drug-related incident:

- 6.1 Staff must pass on any concerns relating to either a drug incident or suspected drug incident to either the Headteacher or CPLT.
- 6.2 The Headteacher legally has the power to either search a student and their personal property if they have reasonable cause to suspect the student is in possession of a banned item, or to direct another member of staff to do so. Any search should be carried out with an adult witness present.
- 6.3 School staff are legally permitted to confiscate items. It is advised that they do so only if they feel safe in doing so and with another member of staff present.
- 6.4 Confiscated items should be stored immediately and securely in the Pastoral Manager's office in a sealed and dated bag/container that is signed by a witness.
- 6.5 Confiscated items will either be returned to parents or the police depending on whether they are banned items in school (eg cigarettes) or illegal substances (eg illegal drug).
- 6.6 Parents and carers will be contacted in the event of a drug incident involving their child.
- 6.7 Adults on the school site who appear to be under the influence of drugs will be asked to leave – with the police being called to assist if appropriate.

7 Involvement of the Police and Other Agencies

The school has no legal obligation to inform the police about drug-related incidents or to disclose the name of a pupil involved in a drug incident on their premises. However,

- 7.1 The police will be contacted in the event of illegal items being brought into school. We would then consult with and take advice from the police as to an appropriate further course of action.
- 7.2 The school will work in partnership with the police.
- 7.3 The school will work with other agencies to support students and their families in the best way possible following any drug-related incident.
- 7.4 Any information that is shared with the police or any other agencies in relation to a drugs related incident will be in line with the school Privacy Notice.

8 Sanctions and Support

Following a drug related incident there will be a need to put in place a sanction and/or support for a student and/or their family.

We will work with appropriate agencies to provide the best support that we are able.

Wherever appropriate parents and carers will be fully involved.

Sanctions will be put in place in line with the school Behaviour Policy, assessment framework and the range of options for responding to the identified needs of those involved.

9 Information sharing

Following a drug incident, the school will share information as required and appropriate in line with

9.1 The Data Protection Act

9.2 School Privacy Notice

9.3 'Information Sharing – Advice for Practitioners Providing Safeguarding Services to Children, Young People, Parents and Carers' (DfE March 2015)

Review Date: October 2015

Next review: October 2018

Review Mechanism: Governors Curriculum and Welfare Committee

Update: