

WOODBIDGE HIGH SCHOOL

Drug Policy

The Purpose of this policy is to:

- protect all pupils and staff
- give a clear statement of the school's stance on drugs
- determine how staff should respond to and deal with drug incidents
- clarify responsibilities and entitlements.

- Actions which are contrary to the law are never condoned at Woodridge High School.
- The use or passing on of illegal drugs or prohibited substances is not permitted at Woodridge High School.
- Any pupil breaking the school rules concerning drugs will be sanctioned which may include fixed term or permanent **exclusion**.

AIMS OF THIS POLICY

The seven aims of the school's Drugs Policy are to:

- give pupils **accurate knowledge and understanding** about drugs and their effects
- **develop skills** enabling pupils to address and resist pressure to take drugs
- promote **positive attitudes** towards healthy lifestyles and wellbeing
- **challenge and modify attitudes** which may lead to harmful behavior
- encourage **good and responsible behavior** by pupils.
- maintain the **safety and welfare** of staff and pupils.
- **Support and protect** all members of the school community through consistent treatment of drug related issues

SCHOOL RULES CONCERNING DRUGS

PUPIL CONDUCT (to be read in conjunction with the school's BEHAVIOUR POLICY)

- Pupils are not allowed to possess or use illegal drugs, alcohol, tobacco, harmful solvents, 'legal highs' and nitrous oxide (laughing gas)
 - When travelling to and from school
 - In the environs of the school
 - At any time during the school day or when on school trips.
 - At any time when in school uniform and/or in a public place during the school day
- Pupils may have medication which has been prescribed by a doctor or which has been bought over the counter for the treatment of a specific condition but neither of these can be passed to another pupil.

STAFF CONDUCT

During the school day, including duty periods outside school hours and on school trips, teaching staff and other adults employed at Woodbridge High School:

- may not give or administer any drug to a pupil unless written permission has been given by a parent
- may not smoke nor consume alcohol in the presence of pupils at any time
- should not consume alcohol at any time such that their professional performance or duty of supervision is in any way impaired
- May not smoke anywhere on the school site

CONFIDENTIALITY

Drug usage can pose serious risks to the health and safety of pupils. Teachers will make it clear to pupils that confidentiality cannot be guaranteed if a discovery or disclosure is made. We will always inform parents and involve other external agencies as necessary.

WHAT IS A DRUG?

Drugs are substances which, when consumed or taken in some way, have the effect of altering the way we feel, think or act.

These substances include:

- **illegal drugs** such as heroin, cannabis and ecstasy;
- drugs which can, with certain restrictions, **be legally bought** and used, such as solvents, glues, alcohol and tobacco;
- **medically given or prescribed drugs** such as tranquillisers; over-the-counter drugs such as Paracetamol.
- **everyday substances** such as tea and coffee are also drugs but are not the concern of this policy.

TYPES OF DRUGS

Illegal Drugs

No illegal drugs are to be used or brought into school

Alcohol

No alcohol will be consumed during the course of a normal day. Alcohol is not permitted on school premises except with the permission of the Headteacher. Parents, staff or visitors under the effects of alcohol will be asked to leave the premises for the safety of the whole school. No alcohol should be taken by pupils regardless of age, on any school related activity.

Tobacco

Pupils are not permitted to bring to school smoking materials, including matches and lighters. In the interests of health and safety, should a pupil be found in possession of any of these on school premises, they will be confiscated and parents will be informed. This ruling also applies to school visits.

Solvents

Pupils are not permitted to be in possession of sniffable products or aerosols.

Other hazardous Substances

The school will ensure that potentially hazardous substances are stored safely, and pupils will be supervised if it is necessary that they come into contact with them in the course of their work.

VULNERABLE CHILDREN

A number of individuals need to be informed in the event of any pupil, particularly a vulnerable pupil being found to be in possession of drugs:

- Child Protection Coordinator
- School Nurse
- Head of Year

THE DRUGS EDUCATION PROGRAMME

Drug education is integrated within the themes of the PSHE and Citizenship curriculum within Life Studies lessons. There are also links in other curricular areas.

The central aim of this programme is to enable pupils to develop knowledge, skills and attitudes to reduce drug misuse and to equip them for responsible, informed decision-making, fostering a positive self image. To achieve this, the programme uses a wide range of teaching and learning styles and makes full use of a broad range of outside speakers.

DRUG - RELATED SITUATIONS AND INCIDENTS

These can include situations where a pupil is in possession or suspected to be in possession of a drug, is passing a drug on or selling it or is under the influence of a drug.

Suspicion

Teachers should be cautious about acting on the basis of rumours of drugs within the school. An investigation will have to be carried out by senior staff before any action is taken. It is important to remember that physical and behavioural changes are not necessarily indicators of drug use. Senior staff may search a pupil and this should be in the presence of a witness.

Disclosure

This situation is one in which a pupil discloses drug usage to a member of staff. The teacher should respond positively to the expression of trust in such a disclosure but must ensure the pupil is aware that confidentiality will not be guaranteed. The paramount concern must be for the pupil's welfare. A disclosure will trigger relevant procedures and referrals to appropriate agencies including the Police and Social Care.

Trips and visits

If a pupil is found with a substance in their possession, the staff member must take the following action:

- Take possession of the substance, preferably in the presence of another staff member
- Record the incident and telephone the school and the child's parents depending on the circumstances.
- Involve the appropriate authorities

Discovery of Possession / Dealing

A pupil found to be in possession of tobacco or alcohol will have it confiscated and will be dealt with under the school's Behaviour Policy.

If a pupil is discovered to be using, holding or passing on a substance that is prohibited or illegal, the matter would be referred to the Headteacher for further action.

Typically, the following would happen:

1. The substance would be confiscated and stored securely, given to the schools officer or disposed of.

2. The pupil(s) involved would be questioned.
3. Police would be informed.
4. Parent(s) would be informed.
5. Support for the pupil would be put in place
6. The pupil would be sanctioned according to the school's behaviour policy

Intoxication

It can be difficult to talk to a person who is intoxicated or "high" and in such a situation it is important to keep the pupil under observation so that that may be safeguarded.

If the pupil is conscious:

1. Sit them down in the Medical Room or in a safe, quiet area where they can be supervised
2. Ensure ventilation is good, opening a window if necessary
3. Remain calm
4. Help to calm them down if they are distressed
5. A trained member of the office staff should issue first aid if appropriate
6. Call for assistance if necessary
7. Inform parents.

If the pupil is unconscious:

1. Telephone 999 for an ambulance
2. Immediately contact the School Office to request assistance from staff with first aid qualifications
3. Do not panic or leave the pupil alone
4. Place the pupil in the recovery position
5. Telephone parents
6. Investigate to determine which substance has been used. Evidence (eg tablets, bottles, syringes) should be collected. This may help hospital staff identify what substance has been consumed. Samples of vomited material may also be needed. Care should be taken when collecting such materials
7. Record a log of all actions and decisions
8. The school will follow up with appropriate support and sanction

Approved by the Curriculum & Standards Committee on 23rd January 2019

Next Review Date: Spring 2022

Policy Reviewer: Mr F. Khan (Assistant Headteacher)