



WOODBIDGE HIGH SCHOOL

Drug Policy

September 2024

The Purpose of this policy is to:

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

Actions which are contrary to the law are never condoned at Woodbridge High School.

The use or passing of illegal drugs or prohibited substances is not permitted at Woodbridge High School.

Any pupil breaking the school was concerning drugs will be sanctioned which may include suspension (fixed term exclusion) or permanent exclusion.

AIMS OF THIS POLICY

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

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

SCHOOL RULES CONCERNING DRUGS AND PROHIBITED SUBSTANCES

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, THC, cannabis edibles, nitrous oxide (laughing gas) or anything covered by the Psychoactive Substances Act 2016 ('legal high's');
 - 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 these should never be passed to another pupil. Pupils should only have an appropriate amount of this at school.

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/carer
- may not smoke/vape 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 or vape anywhere on the school site

CONFIDENTIALITY

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

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 prescribed drugs** such as tranquillisers; over-the-counter drugs such as Paracetamol.

WHAT IS A PSYCHOACTIVE SUBSTANCE?

A substance that produces a psychoactive effect in a person by stimulating or depressing the person's central nervous system, it affects the person's mental functioning, emotional state and can cause physical harm.

TYPES OF DRUGS

Illegal Drugs

No illegal drugs are to be used or brought into school

Alcohol

No alcohol should be consumed during the course of a normal day. Alcohol is not permitted on school premises except with the permission of the Headteacher. Parents/Carers, 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 brought, consumed or purchased 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 also applies to school visits.

Vapes/Electronic Cigarettes

Pupils are not permitted to bring to school vaping materials, including e-cigarettes, refill cartridges, vape pens. 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/carers will be informed. This also applies to school visits.

Psychoactive Substances

Designed to mimic the effect of illegal drugs but are structurally different enough to avoid being classified as illegal substances under the Misuse of Drugs Act. Despite being labelled as legal these substances are not always safe to use and often contain controlled drugs making them illegal to possess.

Solvents

Pupils are not permitted to be in possession of dangerous 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 school work.

If there is uncertainty about what the substance is, it should be treated as a controlled drug.

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:

- Designated Safeguarding Lead/Deputy Designated Safeguarding Lead
- Head of Year
- Headteacher

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 use of a range of 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/substance, is passing a drug/substance on or selling it, or is under the influence of a drug/substance.

Suspicion

Staff should report any concerns they have relating to drug/substance possession. An investigation will be carried out by senior staff before action is taken. Senior staff may authorise the search of a pupil and this should be in the presence of a witness as outlined in the search and confiscations policy.

Disclosure

This situation is one in which a pupil discloses drug/substance usage to a member of staff. The member of staff 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/carers depending on the circumstances.
- Involve the appropriate authorities

Discovery of Possession / Dealing

A pupil found to be in possession of tobacco/vape paraphernalia 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)/Carer(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 staff should issue first aid if appropriate
6. Call for assistance if necessary
7. Inform parents/carers.

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/carers
6. Investigate to determine which substance has been used. Evidence (e.g. 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. Keep a log of all actions and decisions
8. The school will follow up with appropriate support and sanction

Policy Reviewer: Ms C Moore (DSL/AHT)

Approval: Approved by Curriculum & Standards Committee on 4th November 2024

Next Review Date: Autumn 2025