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| **Drugs Policy** |
| **Version** | 5 | **Approved by** | Great Oaks Governors |
| **Date last amended** | March 2023 | **Approval date** | 14.03.23 |
| **Lead officer** | Pathway Managers | **Review date** | March 2026 |
| **Contact** | Rory King/ Ilda Ourique | **Effective date** | 15.03.23 |

**Rationale**

The aim of this policy is to acknowledge and clarify the school’s role in drug prevention and education and ensure it is appropriate to students’ needs. The policy provides information and guidance about drug education, as well as procedures to respond to any drug-related incident, for students, teachers, support-staff and outside agencies or individuals.

Great Oaks school does not condone the use of illegal substances, tobacco and alcohol or the misuse of glue, solvents and prescribed and non-prescribed medicines. The policy aims to ensure that the approach taken on the issue of drugs is a whole-school one and is part of our commitment to and concern for the health and well-being of the whole school community. This policy aims to make clear procedures for responding to and managing drug-related incidents. Sanctions for incidents will be consistent with the school’s behaviour policy.

Great Oaks school endeavours to make young people aware of the risks and consequences of mis-use and abuse of these substances through PSHSE and tutor programmes.

**Definition:**

“Drugs” are taken here to mean those that are legal, such as alcohol, tobacco and solvents, over the counter and prescribed drugs, and illegal drugs such as cannabis, ecstasy, amphetamines, heroin, crack/cocaine, LSD, Novel Psychoactive Substances (NPS) and any other substances covered by the 1971 misuse of drugs act; psychoactive substances act 2016, or that is subject to a temporary class drug order(TCDO). The school prohibits all substances having psychoactive effects on the brain: depressants, stimulants, cannabinoids, and hallucinogens.

**Statutory duty of the school:**

The Head Teacher takes overall responsibility for the policy and its implementation, for liaison with the Governors, Staff, parents/ carers, LA and appropriate outside agencies. The Head Teacher will ensure that all staff dealing with substance issues are adequately supported and trained. A school cannot knowingly allow its premises to be used for the production or supply of any controlled drug (e.g. the preparation of, or smoking of cannabis). Where it is suspected that substances are being sold on the premises, details regarding those involved, and as much information as possible, will be passed to the police.

**Curriculum**

Drugs awareness education is an integral part of PHSE and tutor programmes. These are planned by the PHSE co-ordinator for each pathway is developed to ensure that it is relevant to the needs and development of the students.

 The programme aims:

* To enable students to make healthy informed choices by increasing knowledge, challenging attitudes and developing and practising skills of resisting peer pressure.
* To provide accurate information about substances.
* To increase understanding about the implications and possible consequences of use and misuse.
* To widen understanding about related health and social issues e.g. sex and sexuality, crime, HIV and AIDS
* To encourage an understanding for those experiencing or likely to experience substance use directly or indirectly.
* To enable young people to identify sources of appropriate personal support

**Implementation**

The school recognises the importance of its pastoral role and will support all concerned in ensuring the well being of its students (Appendix 1)

* Staff need to be aware of and follow the guidelines in the appendices
* Staff need to be aware of health and safety implications in handling substances and a persons’ changed mental/ behavioural/emotional state due to the influence of substances
* Staff need to ensure they follow procedures for searching and returning articles

Sanctions:

* Students smoking or drinking alcohol on site may receive a minimum of a one day fixed term exclusion.
* Students allowing peers access to drugs/cigarettes/alcohol will be dealt with at the discretion of Head Teacher

**Monitoring and Evaluation:**

Procedures will be monitored by LMT and sanctions implemented and described as above.

Incidents will be recorded on school incident sheets CPOMS and filed with the student’s school records.

Policy will be regularly reviewed in line with local and national guidelines.

**The Prevent Duty**

The Prevent Duty is the duty in the Counter Terrorism and Security Act 2015.

Departmental advice for schools and child care providers can be seen in PDF in Policy file in Teachers Only on school server as are references to Safe Guarding Child Protection – see policies.

**Appendices:**

**Appendix (i) Pastoral Support**

**(ii) Guidelines on finding substances**

**(iii)Guidelines for searching and confiscating substances**

**(iv) Medicines**

**Appendix (i)**

Pastoral Support

* If a teacher is concerned that a pupil may be at risk from drug misuse he/she should talk to a pathway manager, record on CPOMS, headteacher or other designated persons.
* If a pupil voluntarily discloses information about drug misuse staff will listen to the student’s point of view and not jump to conclusions
* Staff will not guarantee confidentiality given the seriousness of drug misuse.
* The pupil will be offered support through the school’s arrangements for pastoral care.
* If the school believes the pupil is at risk from taking drugs, the parent/carer will be informed.

**Appendix (ii)**

Guidelines on finding substances

* Remove to safekeeping in the presence of a witness.
* If known or suspected to be illegal police should be informed to aid identification
* Record the following:
1. Date and time of find
2. Size and appearance of substance names of those concerned
3. Action taken
4. Follow police guidelines on informing parents
* If prescribed over the counter medicines are found they will be presented to the Head Teacher or LMT and checks made with parents/carers
* If any equipment associated with drugs misuse is discovered record as above
* Adhere to health and safety guidelines

**Appendix (iii)**

Guidelines for Searching

* The Head Teacher or Head of School can authorise the search of rooms where there is reasonable cause to suspect
* A search should be carried out in the presence of witnesses and if named students are implicated they should be present
* Staff should not search student’s property or person
* Staff should try to persuade pupil to produce voluntarily any substance e.g. to turn out pockets or bags
* If it is necessary to search student’s property or persons, depending on circumstances and willingness of consent to search a police officer's assistance is required and parents/carers informed as soon as possible.

Guidelines for returning articles

* Any articles confiscated and not required by police will be returned to parents/carers.
* A letter or phone call informing parents or carers that articles await collection from school should explain why it is inappropriate to return them to the pupil directly.
* A time limit of one week should be given after which time they will be disposed of.

**Appendix (iv)**

Medicines

* Certain prescribed medicines are allowed into school. If a pupil is on a long or short term medication a form of consent for the medication must be received by the school from the parent carer.
* Non-prescription medicines are allowed into school only if accompanied by a letter from parents/carers.
* Medication for students will be stored in a locked draw or cupboard in a designated room on each site.
* If medication is required on a off-site activity this will be given to an appropriate adult, labelled and placed in a secure bag, by a first aider designated to administer or distribute medication.
* Prescribed and non-prescription medicines must be clearly named and labelled with the correct dose and updated when appropriate.
* Designated members of staff will administer the medicine and make a note of dose, date and time. A second member of staff will witness and sign to ensure that the medication has been administered correct