



The John Fisher School

Drugs Education & Substance Misuse Policy

Responsible: Governors' SLAW Committee

Next Review Date: November 2019

Nurturing young Catholic gentlemen
Aspiring for Academic, Cultural & Sporting Excellence

**‘Or do you not know that your body is a temple of the Holy Spirit within you, whom you have from God? You are not your own, for you were bought with a price. So glorify God in your body.’
1 Corinthians 6:19-20.**

Purpose

The purpose of this policy is to set out The John Fisher School’s stance on the misuse and abuse of illegal substances, drugs and alcohol both in school and in residence. This policy has been developed with the involvement of internal staff and external advisors. It draws on the guidance from the current Government Drug Strategy 2010: Reducing Demand, Restricting Supply, Building Recovery and the ACPO drug advice for schools (issued September 2012). It also gives due regard to Keeping Children Safe in Education, September 2016, the Misuse of Drugs Act 1971, and the Psychoactive Substances Act, Jan 2016.

Scope

This policy applies to all students for the duration of their time at The John Fisher School, to staff members who are required to enact the policy during the course of their duties. The policy applies to all illegal substances, drugs, alcohol or any substance that is misused as detailed below:

Key definitions:

Drugs: Any illegal substance or any legal substance that can be misused (including New Psychoactive Drugs: formerly known as legal highs)

Illegal: Any drug or substance included within the Misuse of Drugs Act 1971

Misuse: Using a substance for any reason other than its intended use

Alcohol: Any intoxicating liquid that has age restrictions attached

Policy aims

The aims of this policy are to:

- Provide clarity on substance abuse and misuse
- Provide clear guidelines for staff on the abuse or misuse of drugs (including new psychoactive drugs) and alcohol
- Provide suitable support for students with drug or alcohol issues
- Enable staff to raise concerns associated to drug or alcohol use
- To raise our students' awareness of the world of drugs, so they can make informed choices. Such "awareness-raising" should increase their understanding about the implications and possible consequences of the use and misuse of substances.
- To enable our students to explore their own attitudes and beliefs towards drugs and drug issues
- To enable our students to identify sources of appropriate personal support.
- To enable our students to live and cope in today's drug orientated society. This should help to widen their understanding about related health and social issues, such as sex and sexuality, crime, HIV and AIDS.

How the aims will be fulfilled:

All aspects of our students' experiences within school, when applicable, will contribute to the fulfilment of these objectives. These experiences include the 'taught' curriculum, the 'informal' curriculum and any 'extra-

curricular' activities in which a student may be involved. Education about drugs is delivered in the 'taught' curriculum mainly through PSHE/Citizenship, Science and Physical Education/Sports Studies. However, other opportunities to reinforce learning will occur in other parts of the curriculum e.g. religious observance.

The main emphasis will be towards being informative and the promotion of decision-making skills rather than on the use of scare tactics.

All school staff will receive drug awareness training as part of the on-going CPD programme; understand the school's drug policy and their role in implementing the policy.

Staff with key responsibility for drugs

Headteacher

The Headteacher will ensure that staff and parents/carers are informed about this drug policy, and that the policy is implemented effectively. The Headteacher will also ensure that staff receive training, so that they can teach confidently and handle any difficult issues with sensitivity.

PSHE Coordinator

The PSHE Coordinator will liaise with external agencies regarding the school drug education programme, and ensure that all adults who work with students are aware of the school policy and work within this framework. The PSHE Coordinator will monitor the policy and report to his SLT line-manager, when requested, on the effectiveness of the policy.

School staff

Drug prevention is seen as a whole school issue. Every member of staff has a part to play in the implementation of the policy.

School Business Manager and Site Manager

The site manager and his assistants will support the School Business Manager with internal and external risk assessments, as and when necessary. They will also ensure the site is free of drugs and drugs paraphernalia through routine checks, carried out on a regular basis, and will report any drugs paraphernalia to the local police, as appropriate.

Governors

As part of their general responsibilities for the strategic direction of the school, governors have a key role to play in the development and regular review of our school's policy on drugs and substance abuse. Governors will be kept informed as to the efficacy of present drug education provision and be involved in any changes to existing provision/policy that may need to be made. Governors will contribute to any case conferences called, and take part as necessary in any appeals against exclusions related to drugs incidents.

Staff support and training

During induction to our school, staff will have time planned to gain a good understanding of the drugs policy and other related policies. Teachers will be provided with training as required to support their delivery of PSHE and extend their confidence in doing so. Training needs are identified for individual staff through the Appraisal system. Staff who attend training are expected to disseminate learning at departmental meetings and when completing CPD short and long term reviews.

Specific Procedures:

Staff will adhere to the specific procedures outlined in the School's Substance Misuse Policy and guidelines. The John Fisher School is an important source of support for students who are experiencing problems with drugs and will ensure that all staff (teaching and support) understand the limits of confidentiality, balancing

the desire to maintain confidentiality and support the student with the duty to safeguard and promote the welfare of the student and others.

Sutton Safeguarding Children Board (SSCB) policies and procedures must be followed. Staff cannot and should not promise total confidentiality. There are important reasons why personal and sensitive information needs to be shared in relation to Child Protection (e.g. when working with the police, referral to external agencies etc.). The Data Protection Act and Crime and Disorder Act all allow personal information to be shared if there is an over-riding public interest in the first instance or to prevent crime and disorder in the second. However; in assessing the suitability of sharing information, all efforts should be made to encourage the student to give their informed consent. If a decision is taken to share confidential information, a written record of any concerns including the reasons for breaching a student's confidentiality will be made.

The following questions should also be considered by staff: i) How serious is the situation? ii) What immediate and significant risk does the young person face? iii) What implications (both positive and negative) could keeping a confidence have? iv) Could significant harm result from keeping the student's disclosure confidential? Students must, whenever possible, be made aware of the limitations of confidentiality before and after they make a disclosure. If a confidence needs to be broken, the school should explain to the student (and parents/carers as appropriate); i) Why the confidence was broken, who will be/has been informed, what will be/was disclosed. ii) How the information will be used and that their privacy will be respected and information.

The Headteacher and the Designated Safeguarding Lead will liaise with the police to agree a shared approach to dealing with any substance/drug-related incidents.

Drugs

A Definition of Drugs under the Misuses of Drugs Act (2015), it is generally illegal to possess or supply a drug covered by the Act, unless authorised (for example, possessing drugs prescribed for personal medical use).

The School does not condone the misuse or abuse of any drug at any time. In the event that a student is found to have used drugs or there is sufficient evidence to assume drug taking has taken place then then student will be dealt with under Behaviour and Disciplinary Policy and Procedures.

Evidence of actual or possible drug use can include (not exhaustive):

- Drugs or associated paraphernalia are found on school premises
- Being found in possession of drugs and/or associated paraphernalia
- Display of symptoms that could indicate the influence of drugs
- Staff witnesses the illegitimate sale or supply of drugs is taking place in or outside the School
- Student discloses that they or a family member/friend are misusing drugs
- Student disclosures of misuse of drugs (including new psychoactive drugs)

Under the Behaviour Policy, the use of drugs is considered gross misconduct and could lead to a fixed term or permanent exclusion. If a student is caught with any class A or class B drug, as defined within the Misuse of Drugs Act 1971, the police will be informed.

This policy extends to those substances covered by the Act and other substances that are not illegal but may be consumed for intoxicating purposes such as solvents, alcohol and/or cigarettes to include 'e-cigarettes'(including new psychoactive drugs).

Supporting the student

The John Fisher School is aware that the use of drugs and alcohol could indicate abuse or neglect and as such all students who have been found to be using drugs and alcohol will be reported to the Designated Safeguarding Lead or Deputy Designated Safeguarding Leads as per the Child Protection and Safeguarding policy.

Involvement of parents/carers

The school encourages the involvement of parents/carers by:

- informing parents/carers about the school substance misuse policy and practice
- answering any questions parents/carers may have about the drugs education their son receive in school
- taking seriously any issue which parents/carers raise with teachers or governors about this policy or the arrangements for drugs education in the school
- informing parents/carers about the best practice known with regard to drugs education so that they can support the key messages being given to students at school.

Early Help/Health care

The School has a key role in identifying students at risk of drug/substance misuse. The process of identifying needs will aim to distinguish between students who require general information and education, those who could benefit from targeted prevention, and those who require a detailed needs assessment and more intensive support. All students identified as misusing or abusing drugs or alcohol will be referred to the Inclusion co-ordinator and/or School Nurse who will access the most appropriate support available. If a student is felt to be at risk the Child Protection and Safeguarding Policy will come into effect and social services may need to be contacted. On occasion this will be provided externally to the School e.g. drugs counselling. A non-exhaustive list of the external support available is detailed in Appendix 1.

Education

The purpose of Drugs education is to raise student awareness of the issues surrounding the use of drugs, including those legally available, and controlled substances. Students will also consider social and legal issues surrounding drug taking. The School has a pro-active policy concerning these social issues, recognising that this is a whole school issue, and students will tackle the hinterland surrounding the use of tobacco, alcohol and drugs in a structured programme through Team Meetings, Form Period and PSHE sessions using a range of sources. The content will be regularly reviewed by the PSHE coordinator in the Schemes of Work. Where outside speakers are invited in to talk about issues relating to drugs, staff will negotiate the content of the session and be aware of sensitivities of age groups. Staff will be present at all times when visitors are present and be prepared to take an active role in the lesson. Staff will then follow up on issues raised.

Raising awareness through teaching and learning

The John Fisher School acknowledges the importance of its pastoral role in the welfare of young people, and through the general ethos of The John Fisher School, will seek to encourage students to make informed decisions in order to promote a healthy lifestyle. For this reason, education on drugs will be provided through the PSHE programme.

The PSHE programme aims to:

- Enable students to make healthy, informed choices by increasing knowledge, challenging attitudes and developing and practising skills
- Provide accurate information about substances
- Increase understanding about the implications and possible consequences of use and misuse
- Encourage an understanding for those experiencing or likely to experience substance use
- Widen understanding about related health and social issues, e.g. sex and sexuality, crime, HIV and AIDS
- Enable young people to identify sources of appropriate personal support. Please refer to the School's pastoral support systems for further information

Dealing with Drugs Related Incidents: (see also Appendices 3: Flow chart)

Any drugs related incident will be investigated thoroughly, fairly, confidentially and promptly, in accordance with the School's Behaviour Policy, Department for Education guidance and the Association of Police Chief Officers' guidance.

All drugs related incidents will be handled by the Senior Leadership Team and Pastoral Support Manager. Parents/carers will be informed if their son is suspected of being involved in a drugs related incident and the student(s) concerned will be interviewed in the presence of their parents/carers.

Any student who is involved in a drugs related incident will be dealt with in accordance with the School's Behaviour Policy.

The school will inform the police of any drugs related investigation and will hand over any illegal substances/paraphernalia to the police for safe disposal.

Where no admission of misuse is forthcoming (where there is high suspicion that there was a misuse), it may be necessary for the School's Designated Safeguarding Lead to refer to the appropriate agency.

Where it has been brought to the attention of the school that a student has been formally cautioned by the police for the possession of an illegal drug the school reserves the right to deal with this as an internal disciplinary matter.

Any student who is caught in possession of drugs paraphernalia will be dealt with as outlined above. This may place him at risk of either fixed term or permanent exclusion from school.

Solvents, Alcohol and Tobacco

The consumption of Solvents, Alcohol and/or tobacco on school premises is not acceptable. The school's position reflects the fact that these substances are significant causes of preventable premature death and ill-health in society. The consumption of these substances can be habit forming and constitute anti-social behaviour. Under legislation, it is an offence for children under 18 years to purchase these products. As with illegal drugs, the school will educate students on the immediate and long-term risks associated with the consumption of solvents, aerosols, gases, nitrites, alcohol and tobacco. Where appropriate, support and professional advice will be provided to students who want to 'give up'. Inhaling solvents, or being in possession of solvents with the intention of using in school or when under the school's authority is prohibited. Students found in possession of solvents or consuming it whilst in school or under the authority of the school can expect to be dealt with under School's Behaviour Policy.

Drinking, or being in possession of alcohol in school or when under the school's authority is prohibited. Students found in possession of alcohol or consuming it whilst in school or under the authority of the school can be dealt with under School's Behaviour Policy.

Smoking, or being in possession of cigarettes or tobacco (including e-cigarettes), is prohibited when a student is under the school's authority. Students caught smoking or in possession of cigarettes or tobacco (including e-cigarettes) will receive an SLT detention in the first instance and can expect their parents/carers to be informed. Subsequent offences will result in more serious sanctions being issued under School's Behaviour Policy.

Searching and Confiscation

The school will use the DFE 2014 advice on Screening, searching and confiscation of drugs (can be found <https://www.gov.uk/government/publications/searching-screening-and-confiscation>). Following a search, whether or not anything is found, the school will make a record of the person searched, the reason for the search, the time and the place, who was present and note the outcomes and any follow-up action.

General power to confiscate

The Schools' general 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 reasonable to do so. Where the member of staff finds other substances which are not believed to be controlled drugs these can be confiscated where it is believed it to be harmful or detrimental to good order and discipline. This includes new psychoactive substances or 'legal highs'. If member of staff is unable to identify the legal status of a drug, it should be treated as a controlled drug.

Involving parents/carers and dealing with complaints

Schools are not required to inform parents before a search takes place or to seek their consent to search their child. See DFE Guidance Chapter 5.

(https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/270169/drug_advice_for_schools.pdf).

Although there is no legal requirement to make or keep a record of a search, the school will endeavour to record all searches and their outcomes. The School will inform the individual student's parents or carers where alcohol, illegal drugs or potentially harmful substances are found, though there is no legal requirement to do so. Complaints about searching will be dealt with through the normal school complaints procedure.

Working with the Police

The Designated Safeguarding Lead will liaise with the police and agree a shared approach to dealing with drug-related incidents. This approach will be updated as part of a regular review of the policy.

Legal drugs

The police will not normally need to be involved in incidents involving legal drugs, but the School may wish to inform trading standards or police about the inappropriate sale or supply of tobacco, alcohol or volatile substances to students in the local area. The School is aware that young people generally are becoming increasingly aware of, and in some cases using, new psychoactive substances (NPS). These are 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 (2015). Despite being labelled as legal these substances are not always safe to use and often contain controlled drugs making them illegal to possess. New psychoactive substances are included in the school drugs and substance misuse policy as unauthorised substances and are treated as such. Where there is uncertainty about what the substance is, it will be treated as a controlled drug.

Controlled drugs

When there are instances which require taking temporary possession and disposing of suspected controlled drugs the School will:

- ensure that a second member of staff is present throughout to witness;
- seal the sample in a plastic bag and include details of the date and time of the seizure/find and witness present;
- store it in a secure location, such as a safe or other lockable container with access limited to senior members of staff;

- notify the police without delay, who will collect it and then store or dispose of it in line with locally agreed protocols. 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;
- record full details of the incident, including the police incident reference number;
- inform parents/carers, unless this is not in the best interests of the student;
- identify any safeguarding concerns and develop a support and disciplinary response.

Medical emergencies

If a student is suspected of being under the influence of drugs or alcohol on school premises, the School will prioritise the safety of the student and those around him. If necessary it will be dealt with as a medical emergency, administering First Aid and summoning appropriate support. Depending on the circumstances, parents or the police may need to be contacted. If the student is felt to be at risk the Child Protection and Safeguarding Policy will come into effect and social services may need to be contacted.

In the event of a medical emergency relating to drug or alcohol use, staff should refer to the First Aid Policy and call a First Aider. In the event that First Aider is unavailable, then the emergency services should be contacted on 999.

Raising Concerns

All staff are encouraged to be vigilant to the possibility of a student using drugs and alcohol. In the event that staff have suspicions of drug and alcohol usage or misuse, these concerns must be passed to the Designated Safeguarding Lead via a Logging Concern form or other means of communication as detailed within the Child Protection and Safeguarding Policy.

Investigation

If an allegation of drug/substance misuse is raised, the Headteacher (or Deputy, in the Headteacher's absence) will decide upon the appropriate level and nature of investigation, having established the basic details and seriousness of the situation. It is the primary role of the police to investigate a criminal offence such as those encompassed under the Misuse of Drugs Act 1971. This will run in conjunction with and in support of the school's discipline procedures. It is good practice to isolate the student suspected to allow a better examination of the issue. This may include exclusion to enable investigations to take place.

Sanctions

The school has an ongoing duty of care and will periodically review how best their duty should be exercised in respect of this policy. Any response will balance the needs of the individual with those of the wider community, and aim to provide students with the opportunity to learn from their mistakes and develop as individuals. Exclusion, be it fixed term or permanent, is the accepted response for proven violations of possessing and supplying drugs, and students should understand that they may be excluded if they are involved in drug use.

The nature of the drug involved and its classification as prescribed by the Misuse of Drugs Act 1971 and amendments is the significant factor in this decision. The attendant circumstances such as quantities involved, the number and vulnerability of others in the school population affected, impact on the community, repeat offending, and previous character of persons involved should be further considered as aggravating or mitigating features in any decision-making process.

Whilst the school's approach to drug and substance misuse is considered on a case by case basis, the protection of its staff and students is paramount. Save in exceptional circumstances and on the basis that each case will be assessed individually, a student may be permanently excluded for possession, possession with intent to supply or supplying controlled drugs, even for a one-off or first time offence, and details may be passed to the police.

Whilst supply, possession or use of drugs will continue to be treated as an extremely serious disciplinary offence, following an incident where a student remains in or returns to school, opportunities will be provided for the student to learn from their mistakes and develop as individuals. Opportunities include:

- review with parents/carers after the incident
- further drugs education
- targeted support on a one to one basis.
- referral to an outside agency
- Furthermore, in circumstances where the student returns to the school, support shall be given to ensure they are not subjected to any aggressive or detrimental behaviour by other students and they are able to proceed positively with the school.

Appendix: 1 External Support Services

There are a number of external websites or organisations that can help anyone who needs help with a drugs problem. The DfE and ACPO drug advice for schools references the following as useful organisations: Addaction is one of the UK's largest specialist drug and alcohol treatment charities. As well as adult services, they provide services specifically tailored to the needs of young people and their parents. The Skills for Life project supports young people with drug misusing parents. Website: www.addaction.org.uk

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services. Tel: 020 7553 7640 or Website: www.adfam.org.uk

Alcohol Concern works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems Tel: 020 7264 0510. Email: contact@alcoholconcern.org.uk Website: www.alcoholconcern.org.uk

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm. Tel: 020 7307 7450 Website: www.drinkaware.co.uk/

Drinkline - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking. Tel: 0800 917 8282 (lines are open 24 hours a day)

Drug Education Forum – this website contains a number of useful papers and briefing sheets for use by practitioners: Website: www.drugeducationforum.com/

Drug Scope is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service. Drug Scope also hosts the Drug Education Practitioners Forum. Tel: 020 7520 7550 Email: info@drugscope.org.uk Website: www.drugscope.org.uk

FRANK is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs. 24 Hour Helpline: 0800 776600 Email: frank@talktofrank.com Website: www.talktofrank.com

Mentor UK is a non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives. Tel: 020 7739 8494. Email admin@mentoruk.org Website: www.mentoruk.org.uk

Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse) is a national charity providing information for teachers, other professionals, parents and young people. Tel: 01785 817885 Information line: 01785 810762 Email: information@re-solv.org Website: www.re-solv.org