Drugs Policy

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Review Cycle	2 Yearly
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Committee approved by	Foxford Local Governing Body
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Date	Notes

Rationale

At Foxford Community School, we recognise the importance of educating for life in all its fullness. As part of our commitment to the pastoral care of students as well as academic, we understand that the development of students' ability to exercise self-control and to make confident, informed choices in and out of the classroom, are fundamental to enabling them to thrive and excel.

Aims of this policy

- To clarify the legal requirements and responsibilities of the school
- To reinforce and safeguard the health and safety of students and the whole school community
- To clarify the school's approach to all issues and education relating to drugs for all staff, students, governors, parents/carers, external agencies and the wider community
- To give guidance on developing, implementing and monitoring the drug education programme
- To clarify the procedures for responding to and managing any drug-related incidents that may occur so that they are managed with confidence and consistency and in the best interests of those involved
- To ensure that the response to incidents involving drugs and the drug education programme complement the values and ethos of the school
- To provide a basis for evaluating the effectiveness of the school drug education programme and the management of incidents involving illegal and other unauthorised drugs
- To reinforce the role of the school in contributing to local and national strategies.

Policy context

As part of their statutory duty to promote students' wellbeing, schools have a clear role to play in preventing drug misuse. The Drugs Education Policy has been developed with reference to Department for Education advice and guidance: DfE and ACPO drug advice for schools (DfE-00001- 2012) which is non-statutory and was produced to help answer some of the most common questions raised by school staff in this area.

The drugs education of students takes into account the statutory requirements within the National Curriculum Science Order, the non-statutory framework for PSHE at Key Stages 3 and 4 and the statutory Citizenship Programme of Study at Key Stages 3 and 4.

Other related policies and documents include

- SMSC Policy
- Child Protection and Safeguarding Policy
- Health and Safety Policy
- Behaviour Policy
- Equal Opportunities Policy
- School Visits
- Code of Conduct

Where and to whom the policy applies

This policy applies to all school staff, students, parents/carers, governors and other partner agencies working with the school. The policy applies to the school premises, the school day, while travelling to and from school, journeys in school time, work experience, day and residential trips and when the school is deemed to be in loco parentis.

Definition of Drugs

The definition of a drug given by the United Nations office on Drugs and Crime is: "A substance people take to change the way they feel, think or behave". Here, "drugs" and "drug education" is used to refer to:

- all illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- all legal substances that may be misused, including alcohol, tobacco, nicotine products, e-cigarettes/vapes, volatile substances (those giving off a gas or vapour which can be inhaled), ketamine, khat, alkyl nitrites (known as poppers) and new psychoactive drugs ('legal highs')
- all over-the-counter and prescription medicines.

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

The possession, use or supply of illegal and other unauthorised drugs in Foxford School is not acceptable. The school is committed to safeguarding the health, safety and wellbeing of all members of the school community. In providing drugs education and responding to incidents involving drugs, our first concern is the pastoral care and health and safety of students.

Students must not carry or administer medicines unless authorised by the school and in accordance with the school's Supporting Students with Medical Conditions Policy.

Prescription medicines should only be brought to school where necessary and must be managed in accordance with agreed medical arrangements.

Drugs Education

Drug education is a major component of drug prevention.
The following aims of drug education at Foxford will be consistent with the values and ethos of the school and laws of society as well as being appropriate to the age, ability and maturity of the students, and relevant to their particular circumstances:

- To increase students' knowledge and understanding and clarify misconceptions about
    - the short and long-term effects and risks of drugs
    - the rules and laws relating to drugs
    - the impact of drugs on individuals, families and communities
    - local and national use
    - the complex moral, social, emotional and political issues surrounding drugs
    - the risk associated with 'county lines' and gang-related drugs issues
- To develop students' personal and social skills to make informed decisions and keep themselves safe and healthy, including
    - promoting positive attitudes to healthy lifestyles
    - assessing, avoiding and managing risk
    - communicating effectively
    - resisting pressures
    - finding information, help and advice
    - devising problem-solving and coping strategies
    - developing and maintaining self-awareness and self-esteem in order to motivate them to value their welfare and conscientious care of themselves
- To enable students to explore their own and other peoples' attitudes towards drugs, drug use and drug users, including challenging stereotypes, and exploring media and social influences

- To ensure that students have access to and knowledge of up-to-date information as sources of help. This includes local and national helplines (including FRANK for drugs, NHS Smoking Services for tobacco and Drink Aware for alcohol), local youth and community services (including Positive Choices and Growing Young Minds) and drug services. These sources are used in addition to the school's own drug and alcohol education.

Drug Education Content

Foxford provides a planned drug education curriculum through the following:

(i) PSHE at Key Stages 3 and 4 includes specific drugs education such as:

- Use of drugs in society
- Personal and social risks and consequences of substance and misuse including occasional use
- The concepts of dependence and addiction including awareness of help to overcome addiction
- The wider risks of illegal substance use for individuals, including personal safety, career, relationships and future lifestyles.

(ii) Citizenship at Key Stages 3 and 4 contributes to drug education e.g. by providing opportunities to understand rules and laws and how they relate to rights and responsibilities, to explore moral, social and cultural issues and to discuss and debate topical issues.

(iii) Other curriculum areas such as Science, Religious Education and Physical Education also contribute to aspects of the drug education curriculum.

Further details of the programme can be found in the SMSC Policy and specific detail about approach and content can be obtained from the school.

Organisation

a) Responsibility for coordination
The coordination of Drugs Education is the responsibility of the designated member of the Senior Leadership Team (with responsibilities for Personal Development). Other key staff, such as Academic Achievement Coordinators, who oversee PSHE provision for their key stages, and the Curriculum Leader for Science also have responsibility for elements of drugs education.

b) Delivery and quality assurance
The PSHE curriculum is planned and delivered centrally, quality assured by Academic Achievement Coordinators and amended by tutors for suitability for specific students and tutor groups. This process is overseen by the designated member of the Senior Leadership Team (with responsibilities for Personal Development).

c) Visitors
Occasionally, appropriate and suitably experienced and/or knowledgeable visitors from outside school may be invited to contribute to the delivery of drug education e.g. Positive Choices.

d) Teaching strategies
A variety of teaching strategies are used including teacher exposition, discussion, project learning, research, questionnaires, quizzes, distancing techniques, on-line materials, external contributors, individual and group work, peer education, case studies, media analysis, structured games, reflection. Active learning methods are used at all times. The PSHE curriculum links in with Unifrog and is centrally updated on a regular basis.

e) Students with Special Educational Needs (SEN)
Relevant staff will ensure that drug education is accessible to students with special educational needs by considering resources and materials used, timings and teaching strategies.

f) Resources

A wide variety of materials is available to teachers and shared with parents on request. Parents are kept informed of the PSHE curriculum and may be sent specific materials to support education at home.

Specific issues

The following issues may occur within Drugs Education:

a) Visitors

Code of Practice for using visitors to support the delivery of Drugs Education

- Visitors are invited in to school because of their particular expertise or contribution they are able to make; invitations to visitors should be cleared with the Headteacher or designated teacher.
- All visitors must be appropriately qualified and trained to deliver work with children and young people in a school setting.
- All visitors must have a clear understanding of the aims and objectives of the session and have seen and understood the school's drug education policy.
- All input to PSHCE lessons is part of a planned programme and negotiated and agreed with staff in advance.
- All visitors must be aware of the school's protocols for dealing with any disclosures or distress shown by students during the session.
- Teachers must ensure that they reflect on the learning from particular sessions with students and visitors, assessing the learning, and building skills to support and enable pupils to make healthy choices and to avoid risk-taking behavior.
- Teachers must follow-up any unresolved issues or concerns and extend the learning begun by the visitor.
- All visitors are supervised and supported by a member of staff at all times unless alternative arrangements have been agreed with the Headteacher or delegated member of the Senior Leadership Team.
- The input of visitors is monitored and evaluated by staff and students. This evaluation informs future planning.
- When a visitor is acting in their professional capacity in a consultation with an individual student, they will follow their own professional code of conduct.

b) Confidentiality

- Staff always ensure that students know that teachers cannot offer unconditional confidentiality.
- All students are offered sensitive and appropriate support as needed.
- Students are encouraged to talk to their parents and carers and supported to do so.
- Information about sources of help is made available e.g., helplines.
- If there is any possibility that a child may be at risk or putting others at risk, the school's Child Protection/Safeguarding procedure is followed. Staff will reassure students that their best interests will be maintained and any child concerned will be supported through the process.

c) Dealing with questions

- Ground rules established with the class set clear parameters of what is appropriate and inappropriate in a whole class setting.
- Students' questions are answered according to the age and maturity of the student concerned. Questions may be addressed individually later if more appropriate.

- Staff are given appropriate support, advice and training for dealing with questions.
- If a teacher is concerned, they will follow the Child Protection/Safeguarding procedures.

Management of drug-related incidents

Defining a drug-related incident

Drug-related incidents include any or all of the following:

- drugs or drugs paraphernalia found on school premises;
- students in possession of illegal or unauthorised drugs;
- students supplying unauthorised or illegal drugs;
- students under the influence of drugs, or exhibiting signs of intoxication or illness;
- disclosure of drug use;
- information which suggests student(s) are involved in substance misuse;
- illegitimate sale/supply of drugs in the school vicinity;
- involvement in 'county line' or gang-related drug issues

If there are any suspicions, observations, disclosures or discoveries of situations involving illegal and other unauthorised drugs (possession, supply or imbibing):

(i) Utmost priority will be placed on safety, meeting any medical emergencies with first aid and summoning appropriate help before addressing further issues. If in doubt, medical assistance will be sought immediately.

(ii) The Headteacher or an available member of SLT will be informed of the situation immediately.

(iii) Dialogue with the student(s) will be undertaken by the Headteacher or a member of SLT as soon as possible in order to determine the facts. The emphasis will be on listening to what people have to say and asking open rather than closed or leading questions. Consideration will be given to separating any students involved in the incident and ensuring that a second adult witness is present.

(iv) The Headteacher or a member of SLT will inform, consult and involve others as necessary. Careful attention will be given to respecting the confidentiality of those involved.

(v) Where they have reasonable grounds for suspecting that a student(s) may have an illegal or unauthorised drug, they will be escorted to a senior member of staff who will make every effort to encourage the individual to hand the item(s) over voluntarily, in the presence of a second member of staff. Where possible the gender of the member of staff carrying out a search will correspond to the gender of the student. Where the individual refuses, the Headteacher, or member of staff authorised by them, may exercise their statutory power to search the student(s) or their possessions, without consent. Education and Inspections Act 2006 (s93). Searches will be undertaken in accordance with current Department for Education guidance on Searching, Screening and Confiscation and Keeping Children Safe in Education.

(vi) After any search involving students, parents/carers will normally be contacted by the school, regardless of whether the result of the search was positive or negative.

(vii) Any substance suspected of being a drug will be confiscated. In taking temporary possession of a suspected substance, a second adult witness will be present, the sample will be sealed in a plastic bag with details of the date, time and witness present and then locked in the security cupboard.

(viii) If the substance is suspected to be an illegal drug, the police will be notified immediately, in order that they may collect it for identification and then store or dispose of it in line with locally agreed protocols. All confiscated substances will be stored securely and disposed of in accordance with police advice and local protocols. Staff will not attempt to test or identify substances themselves.

(ix) A detailed record of the incident will be made by the Headteacher or DSL. A copy of the record will be kept by the Headteacher and DSL. There will be no other copies of the incidents.

(x) The school will maintain vigilance about drug-related incidents in the local community through contact with police and other relevant agencies.

Responses to drug related incidents

The school will consider each incident individually and will employ a range of responses to deal with each incident.

Any response will balance the needs of the individual with those of the wider community and will aim to provide students with the opportunity to learn from their mistakes and develop as individuals.

(i) While there is no legal obligation to inform the police, if an offence against the Misuse of Drugs Act is suspected or substantiated, it will be appropriate to consider contacting the police. If so, the Headteacher, or member of staff authorised by them, will make the call.

(ii) If necessary, an urgent meeting will take place on the same day as the incident, or as soon as possible (between the Headteacher and appropriate member of SLT) in order to decide whether others outside the school should be informed. These may include parents/carers, the appropriate personnel in the LA, Childrens' Social Care and police.

(iii) Responses to / sanctions against students who commit drug offences will be decided following dialogue between the Headteacher, appropriate member(s) of staff, and other appropriate colleagues.

Possible responses include:

- early help assessment
- targeted intervention
- referral
- mentoring
- safe guarding intervention
- counselling
- behaviour support plans
- inter-agency programmes
- fixed-term exclusion
- pastoral support programmes
- a placement or supported transfer at another school
- permanent exclusion

The welfare needs of the student will remain central to decision-making.

Responses and sanctions will take into account:

- the seriousness of the incident
- the short and long term welfare of the student(s) concerned
- the short and long term welfare of other students
- guidance in DfE and ACPO drug advice for schools (DfE-00001-2012) consistency with published school rules, codes and expectations
- consistency with disciplinary action for other drug related incidents
- consistency with disciplinary action for other misdemeanours.

(iv) The school recognises that substance misuse can be linked to wider safeguarding concerns including:

- Child Criminal Exploitation (CCE)
- County Lines activity
- Child Sexual Exploitation (CSE)
- Mental health difficulties
- Domestic abuse
- Neglect
- Missing from education episodes

Concerns relating to any of the above will be dealt with in accordance with the Child Protection and Safeguarding Policy.

(v) The Headteacher will take responsibility for liaison with the media if required.

Vaping and E-cigarettes

Foxford School recognises that the use of vapes and e-cigarettes by children and young people presents significant health risks. The possession, use, sale or distribution of vaping products by students is prohibited on school premises, during the school day, while travelling to and from school, and at any school-related activity.

Students found in possession of vaping devices will have them confiscated and sanctions will be applied in accordance with the Behaviour Policy. Where concerns suggest dependency or exploitation through the sale or supply of vaping products, appropriate pastoral support and safeguarding procedures will be implemented.

Early Intervention

The school has a key role in identifying students at risk of drug misuse. The process of identifying needs should aim to distinguish between students who require general information, those who could benefit from targeted prevention, and those who require a detailed needs assessment and more intensive support.
The school will also be alert to behaviour which might indicate that the child is experiencing difficult home circumstances. Where problems are observed or suspected or if a child chooses to disclose that there are difficulties at home, safeguarding procedures will be followed. This may include involving sources of support for the child from other agencies and, where appropriate, for the family.

Staff Training

Staff involved in the delivery of drug education and management of drug-related incidents will receive appropriate training and updates. This may include:

- Emerging drug trends
- Vaping products
- County Lines and exploitation
- Safeguarding procedures
- Drug education methodologies

Training needs will be reviewed regularly.

Monitoring and Review

This policy will be reviewed every two years, or sooner if there are significant changes in legislation, guidance, local circumstances or school needs.

The review will be led by the designated member of the Senior Leadership Team responsible for Personal Development/ Pastoral and reported to governors.

Tobacco-smoke Free School

Foxford is a non-smoking school for all staff, students and visitors.

Role of the Governors

As part of their general responsibilities for the strategic direction of the school, governors have a key role to play in reviewing and monitoring this policy. Governors will review the effectiveness of this policy, ensure compliance with statutory requirements and receive appropriate information about significant drug-related trends or incidents within the school.

Dissemination

All staff, parents/carers and students will be reminded of this policy and its procedures on a regular basis.

Annex A – References

- Keeping Children Safe in Education (latest edition)
- Searching, Screening and Confiscation (DfE)
- Relationships, Sex and Health Education statutory guidance
- Behaviour in Schools (DfE)
- Working Together to Safeguard Children
- Children and Social Work Act 2017

Annex B – Useful Organisations

Action on Smoking and Health (ASH)

Public health charity providing information and resources relating to smoking, vaping and tobacco control.

- Website: https://ash.org.uk

ADFAM

Offers information to families of drug and alcohol users and provides access to local family support services.

- Tel: 020 7553 7640
- Email: admin@adfam.org.uk
- Website: www.adfam.org.uk

Alcohol Change UK

National charity working to reduce alcohol-related harm and provide information, resources and support for individuals, families and professionals.

- Website: https://alcoholchange.org.uk

Childline

Free, confidential support service for children and young people.

- Helpline: 0800 1111
- Website: https://www.childline.org.uk

Drinkaware

An independent charity that promotes responsible drinking and helps reduce alcohol misuse and 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 (24 hours a day)

Drug Education Forum

Provides useful papers and briefing sheets for practitioners.

- Website: www.drugeducationforum.com

Family Lives

Provides emotional support, guidance and parenting advice to families.

- Helpline: 0808 800 2222
- Website: https://www.familylives.org.uk

Nacoa (National Association for Children of Alcoholics)

Provides support and advice for children and young people affected by a parent's drinking.

- Helpline: 0800 358 3456
- Website: https://nacoa.org.uk

National Children's Bureau (NCB)

Promotes the interests and wellbeing of children and young people across every aspect of their lives.

- Tel: 020 7843 6000
- Website: www.ncb.org.uk

NSPCC

Provides safeguarding advice and support for children, young people and families.

- Helpline: 0808 800 5000
- Childline: 0800 1111
- Website: https://www.nspcc.org.uk

Re-Solv

National charity dedicated to preventing solvent, volatile substance and nitrous oxide misuse.

- Tel: 01785 817885
- Information Line: 01785 810762
- Email: information@re-solv.org
- Website: www.re-solv.org

Smokefree NHS

Advice and support for those wishing to stop smoking.

- Helpline: 0800 169 0169
- Website: https://www.nhs.uk/better-health/quit-smoking

Talk to FRANK

National drugs information and advice service for young people, parents/carers and professionals. Provides confidential information on drugs, alcohol, vaping and emerging drug trends.

- Helpline: 0300 123 6600
- Text: 82111
- Website: https://www.talktofrank.com

WithYou (formerly Addaction)

Free and confidential support for young people and adults experiencing issues relating to drugs, alcohol and mental health.

- Website: https://www.wearewithyou.org.uk

YoungMinds

National charity supporting children and young people's mental health and wellbeing.

- Parents' Helpline: 0808 802 5544
- Website: https://www.youngminds.org.uk

Youth Offending Teams

Local Youth Offending Teams are multi-agency teams that work with young people aged under 18 to prevent offending and re-offending.

- Website: https://www.gov.uk/youth-offending-team

Local Support Services

The school will maintain up-to-date information regarding local:

- Early Help services
- Children's Social Care
- Mental Health Support Teams (MHST)
- School Nursing Services
- Youth Offending Teams
- Substance Misuse Services
- Police Safer Schools Officers