

## Drugs and Alcohol Policy

<b>This policy has been written for...</b>	All staff at West Heath School who have contact with students, their parents and carers and other stakeholders. All staff should have a working knowledge of this policy. Whilst students will not be familiar with the details of this written policy they will be made aware of its contents.
<b>Copies of this policy may be obtained from...</b>	<ul style="list-style-type: none"> <li>The school <b>website</b> - <a href="http://www.westheathschool.com">http://www.westheathschool.com</a></li> </ul>
<b>This policy links with the following policies</b>	Exclusion, Positive Behaviour
<b>Participants and consultees in the formulation of this policy were...</b>	The Principal, Senior Management Team, Student Services Committee and the Trustees of the School.
<b>Edition, Review frequency and dates</b>	<b>This edition was approved in December 2022</b> This policy will be reviewed every 2 years and is due for review December 2024
<b>Relevant statutory guidance, circulars, legislation &amp; other sources of information are...</b>	<ul style="list-style-type: none"> <li>This document summarises the Children Act 2014 and references related documents</li> <li>Protecting Young People: Good Practice in Drug Education at School [Free from DfE Publications Unit. Tel:0845 602 2260]</li> <li>Department for Education and Association of Chief Police Officers advice for School September 2012</li> </ul>
<b>The Lead Member of staff is</b>	The Principal
<b>Definitions and key terms used in this policy...</b>	<ul style="list-style-type: none"> <li>The definition of a <i>drug</i> given by the United Nations Office on Drugs and Crime is: <b>A substance people take to change the way they feel, think or behave.</b></li> <li>In this policy the terms "<i>drugs</i>" and "<i>substances</i>" are used interchangeably to cover all controlled substances as well as aerosols and glues when used for sniffing. The term "<i>substance abuse</i>" also covers the misuse of prescribed medications.</li> <li><i>Controlled substances</i> and <i>Class A, B &amp; C drugs</i> are defined in Appendix 1 which contains additional detail.</li> </ul>
<b>The Rationale and Purpose of this policy</b>	<p>West Heath School, undertakes to provide a safe environment in which pupils are free from the opportunity or enticement to take drugs or alcohol. Our students are taught about the dangers and consequences of drug-taking alcohol abuse. By fostering healthy, social and emotional development the School works hard to reduce the likelihood of students being drawn into such activity both outside school and later in life.</p> <p>Nevertheless, it is recognised that on occasions our students are susceptible to influences that may result in them experimenting in the use of drugs or other substances. This policy sets out what are the consequences of making such choices or engaging in these activities.. In framing this policy, the school intends to clarify its position in relation to the use of drugs and other substances. The school is clear that no student under its care has the right to use his or her personal freedom in a way that does cause or could cause serious harm to themselves or to others.</p>

<b>Appendices</b>	This policy has 2 appendices.
<b>Introduction</b>	West Heath School has a culture of eradicating the use of Class A, B & C drugs or alcohol, the misuse of prescribed medication and the misuse of solvents either on the school premises or during educational or social activities offsite or beyond the school day. West Heath School also believes that it is unacceptable for any member of staff working at the school to take illegal drugs. Furthermore, West Heath School does <b>not permit the smoking of tobacco either by students or members of staff on the school premises or school activities outside. Further details of this are set out in appendix 2.</b>
<b>The Aims of this policy</b>	<ol style="list-style-type: none"> <li>1. To ensure that West Heath School is a safe, drug free environment</li> <li>2. To educate students about the law relating to drugs and the dangers and consequences of taking drugs</li> <li>3. To foster the personal and emotional development of students to equip them with the skills to resist enticement and pressure to take drugs.</li> </ol>
<b>The Objectives to meet the above aims</b>	<ul style="list-style-type: none"> <li>• To implement an ethos of the culture of zero tolerance of substance abuse within the School.</li> <li>• To ensure that the ethos of the school reflects evident respect for all individuals, staff, students and visitors and provides a pleasant ordered environment for the benefit of everyone.</li> <li>• To ensure that members of the School staff know how to respond correctly when they suspect or discover that a student is taking drugs or alcohol at school, bringing drugs or alcohol at school or arriving at school under the influence of drugs or alcohol.</li> <li>• To ensure that all staff, students and their parents and carers understand the consequences of taking drugs or alcohol at school, or within boarding, supplying drugs or alcohol at school or within boarding and arriving at school or boarding under the influence of drugs or alcohol.</li> </ul>
<b>In relation to aim 2</b>	<ul style="list-style-type: none"> <li>• To ensure all students receive accurate information about drugs or alcohol and their short and long-term physical, mental, and social effects.</li> <li>• To ensure that students know and understand the legal consequences of drug and alcohol taking.</li> </ul>
<b>In relation to aim 3</b>	<ul style="list-style-type: none"> <li>• To assist students in developing personal skills and self-confidence in order that they will resist peer pressure to use drugs and grow up safely in a society where drugs are readily available.</li> <li>• To re-establish belief in everyone so that drug use as a means of escaping from life's pressures will not be necessary.</li> <li>• To assist any students with an existing/ongoing substance misuse problem to get help to overcome it.</li> <li>• To ensure that the expected standards of behaviour apply to all who use the premises.</li> </ul>
<b>Procedures &amp; Practices relating to the implementation of this policy</b>	<ul style="list-style-type: none"> <li>• Any student thought to be in possession of or using a Class A, B or C drug, alcohol or other harmful substance on the premises is questioned first by a member of staff with an established relationship with the student concerned as agreed by a member of the Senior Leadership Team. Should it be necessary to carry out a search for items: <ul style="list-style-type: none"> <li>• Banned by the school rules, <b>and</b></li> </ul> </li> </ul>

## In relation to aim 1

- Identified in the rules as an item which may be searched for.
- Only the Principal or a member of school staff authorised by them can search without consent.
- The searcher must be the same sex as the pupil being searched, and another staff member must be present (if possible, they should be the same sex as well). However, staff can search an opposite sex pupil and/or search without a witness present if:
  - There's a risk that serious harm will be caused to a person if they don't conduct the search immediately; and **(Only drugs and alcohol and therefore the student will not be at immediate risk – do not want staff put at risk undertaking single search – 2 members of staff should be present at any search.**
  - It isn't reasonably practicable to summon another member of staff

The student's parent or guardian is contacted, followed by the police Youth Crime Reduction Officer in accordance with Kent Constabulary Guidelines. [The police then, if appropriate, carry out any search they deem necessary.] The police may have three distinct roles:  
[i] Advisory – informal advice when needed  
[ii] Investigative – help with testing a substance  
[iii] Specialist support from School's Liaison Officer. [See other participants and stakeholders]

For a student found to be using or in the possession of an illegal or banned substance will have the substance and any associated paraphernalia confiscated. They will be made aware that their parents will be informed as will any professionals responsible for their education and care. A safe, reasonable and proportionate plan will be agreed and implemented by a member of the safeguarding team, the head of department/manager and an SLT member in negotiation with parents and any other relevant agencies. This may result in an exclusion.

Any student found supplying or selling an illegal or banned substance will have the substance and any associated paraphernalia confiscated. They will be made aware that their parents will be informed as will any professionals responsible for their education and care. A safe, reasonable and proportionate plan will be agreed and implemented by a member of the safeguarding team, the head of department/manager and an SLT member in negotiation with parents and any other relevant agencies. This is automatically a police matter. This may result in an exclusion.

- Any student under the influence of an illegal substance or alcohol on the premises will be taken to a place of safety and the school nurse or a qualified first aider should be called and a dynamic risk assessment undertaken. This will inform the care required to support them and a safe and proportionate plan has been agreed and implemented, as above. It may be necessary to call emergency services or attend A&E if extreme adverse effects present-
- For any student caught smoking tobacco on the school premises there will be a consequence .
- This will vary and will be influenced by the degree of parental support that is realistic. Some students' parents have a permissive approach to smoking and allow it at home. Nevertheless, the school holds fast to its non-smoking policy for all students and staff. Persistent offenders will be required to stay for an after-school detention and this may involve parents to fund alternative transport or to collect. In some cases, parents / carers will be asked to meet with the Principal and the student to find a way forward.
- Any illegal substance found on the premises is immediately confiscated and held securely in a safe for collection by the police.

- Any student caught using alcohol or abusing a [solvent], volatile substance [butane, aerosols, alkyl nitrates] on the premises is will have the substance and any associated paraphernalia confiscated. They will be made aware that their parents will be informed as will any professionals responsible for their education and care. A safe, reasonable and proportionate plan will be agreed and implemented by a member of the safeguarding team, the head of department/manager and an SLT member in negotiation with parents and any other relevant agencies.
- Further offences of all of the above will result in an increasing scale of sanction and will include of fixed term exclusions and encouragement, with the support of parents, to attend a programme of counselling and support. Persistent misuse of substances, alcohol or solvents may result in permanent exclusion from the school. Students who board may be excluded form boarding but may need to attend school or college daily travelling from home to access their education. (This will be at the cost of the parents/LA except in exceptional circumstances?)
- Any member of staff suspecting or having evidence of drug or tobacco abuse should enter details onto Behaviour Watch.
- This policy also applies to all adult students regardless of where they are located.
- All incidents and relevant information will be recorded on Behaviour Watch.

Drug Testing: We may decide as part of an ongoing safety plan to instigate a drug test and if so a student will be subject to an agreed weekly drug test where the school has evidence:

- the student has brought drugs onto the school premises
- the student has been observed as under the influence of drugs
- of serious concerns relating to the supply or use of drugs

A signed letter of agreement will be made between student, parent/carers and the relevant local authority (if LAC/CiC) stating the testing duration and method of testing. If either student, parent, carers or Local Authority refuse to sign this agreement, the school reserve the right to either call a placement review and ask the Local Authority to find an alternative provision or for the school to educate the student offsite.

The preferred option of the school is for a weekly unannounced oral swab for a period of six weeks however there may be occasions that we increase the frequency of the testing.

Students subject to drug testing will have this noted on their support plan/placement plan.

If drug/substance misuse concerns are identified within our admissions process, parents, students and when relevant other professionals, will be required to sign the school's drug testing agreement before placement commences.

<p><b>In relation to aims 2 &amp; 3</b></p>	<ul style="list-style-type: none"> <li>• All staff are encouraged and helped to keep abreast of current information on drugs and drug abuse.</li> <li>• The taught curriculum includes drugs education awareness. Drug education features in the syllabuses for Science, Citizenship and Self Science. The physical, mental and social aspects are taught in order to promote awareness and accurate understanding of the issues.</li> <li>• Issues of personal and social responsibility are covered in Self Science.</li> <li>• The ethos of the School encourages students to build their self-esteem and make their own decisions leading toward a future of their choosing within the community.</li> <li>• Outside speakers are invited into the School to speak to targeted groups of students on a regular basis. The school recognises the value of the Police community liaison officer who is most welcome in school.</li> <li>• Arrangements for managing and administering medication on school premises are made clear to those students who have prescribed medication during their induction programme. The importance of safe and accurately recorded arrangements is highlighted.</li> </ul>
<p><b>Persons with particular responsibilities</b></p>	<ul style="list-style-type: none"> <li>• The Principal is responsible for the setting and implementation of all drugs policy.</li> <li>• The Head of Upper, Middle and Lower Schools or their Deputy, and Residential or HEART Manager are responsible for liaising with parents, police, and any other external bodies in the case of any drug-related incident.</li> <li>• Head of Upper, Middle and Lower Schools or their Deputy, and Residential or HEART Manager are responsible for liaison with parents and any external bodies in the case of incidents involving alcohol, tobacco, or [solvents] volatile substances.</li> <li>• The Principal, Vice Principal and members of the Senior Leadership Team are responsible for supporting school and residential leaders whilst overseeing the implementation of this policy.</li> </ul>
	<ul style="list-style-type: none"> <li>• All members of staff are individually responsible for keeping abreast of current information regarding drug abuse, symptoms, and treatment including attending INSET training when arranged.</li> <li>• The subject teachers for Science, Citizenship and Self Science are responsible for ensuring coverage and co-ordination of drugs education for students in all year groups.</li> </ul>
<p><b>Other Participants &amp; Stakeholders</b></p>	<p>External agencies are instrumental in planning programmes targeted at students perceived to be most at risk of succumbing to peer pressure, etc. in the community, and those in need of additional confidence building activities. In addition, they are responsible for organising drug intervention programmes in conjunction with Kent Police.</p> <p>The police and appropriate counselling/rehabilitation services are involved in any drug or alcohol related incidents.</p> <p>Outside speakers from the police and appropriate awareness/counselling/ Rehabilitation services are invited in periodically to train staff and annually to speak to targeted groups of students.</p>
<p><b>Monitoring &amp; Evaluation</b></p>	<p>SMT  Designated/Deputy &amp; Adult Safeguarding Leads  Health &amp; Safety Committee  Trustees  Student Services Committee</p>

## Appendix 1

### Class A, B and C drugs

The different kinds of illegal drugs are divided into three different categories, or classes. These classes (A, B and C) carry different levels of penalty for possession and dealing.

The Misuse of Drugs Act is the main piece of legislation covering drugs and their categorisation.

#### Consequences for possession and dealing

		<b>Possession:</b>	<b>Dealing:</b>
<b>Class A</b>	Ecstasy, LSD, heroin, cocaine, crack, magic mushrooms, amphetamines (if prepared for injection).	Up to seven years in prison or an unlimited fine or both.	Up to life in prison or an unlimited fine or both.
<b>Class B</b>	Amphetamines, Cannabis, Sunk/Punk Methylphenidate (Ritalin), Pholcodine. Cannabis infused Edibles	Up to five years in prison or an unlimited fine or both.	Up to 14 years in prison or an unlimited fine or both.
<b>Class C</b>	Tranquilisers, some painkillers, Gamma hydroxybutyrate (GHB), Ketamine.	Up to two years in prison or an unlimited fine or both.	Up to 14 years in prison or an unlimited fine or both.

All of the drugs on the list above - whether Class A, B or C - are designated as controlled substances under the Misuse of Drugs Act 1971, and using them is illegal. Please note this list may not be exhaustive.

This information may be subject to change; we will ensure that we keep up to date on Government policy.

Class A drugs are considered to be the most likely to cause harm.

The Misuse of Drugs Act states that it is an offence to:

- possess a controlled substance unlawfully
- possess a controlled substance with intent to supply it
- supply or offer to supply a controlled drug (even if it is given away for free)
- allow a house, flat or office to be used by people taking drugs

#### The punishment is serious

Drug trafficking attracts serious punishment, including life imprisonment for Class A offences.

To enforce this law the police have special powers to stop, detain and search people under the 'reasonable suspicion' that they are in possession of a controlled drug.

For further information and links to related pages <http://www.homeoffice.gov.uk/drugs/drug-law/> from which this information was taken.

## Appendix 2 – Useful Organisations

~~Addaction~~ “We are with you” 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.wearewithyou.ork.uk](http://www.wearewithyou.ork.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 Email: [admin@adfam.org.uk](mailto:admin@adfam.org.uk) Website: [www.adfam.org.uk](http://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](mailto:contact@alcoholconcern.org.uk) Website: [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)

Children’s Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people. Tel: 01206 877910 Email: [clc@essex.ac.uk](mailto:clc@essex.ac.uk) Website: [www.childrenslegalcentre.com](http://www.childrenslegalcentre.com)

Children’s Rights Alliance for England - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child. Email: [info@crae.org.uk](mailto:info@crae.org.uk) Website: [www.crae.org.uk](http://www.crae.org.uk)

Drug Education Forum – this website contains a number of useful papers and briefing sheets for use by practitioners: Website: [www.drugeducationforum.com/](http://www.drugeducationforum.com/) 14

DrugScope 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. DrugScope also hosts the Drug Education Practitioners Forum. Tel: 020 7520 7550 Email: [info@drugscope.org.uk](mailto:info@drugscope.org.uk) Website: [www.drugscope.org.uk](http://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](mailto:frank@talktofrank.com) Website: [www.talktofrank.com](http://www.talktofrank.com)

Family Lives - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects. Tel: 0800 800 2222 Website: <http://familylives.org.uk/>

Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse) 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](mailto:information@re-solv.org) Website: [www.re-solv.org](http://www.re-solv.org)