

# THE COTSWOLD SCHOOL – POLICY DOCUMENT



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<b>Policy:</b>	<b>Drugs Policy</b>
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<b>Authorised by:</b>	<b>Governing Body</b>
<b>Updated:</b>	<b>Mr S Smith</b>

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This policy is under continuous review by the Senior Leadership Team because of the changing drugs landscape both nationally and locally.

## **Ethos of the school**

The Cotswold School actively seeks to provide an environment where all members of the community are safe from harm. As such, the school takes a robust approach to any individual or group that violates our behaviour, drugs or anti-bullying policies.

This is a school where human rights are respected; as such the responsibility to maintain high standards of behaviour lies with all members of The Cotswold School community. The school acknowledges its legal duties under the Equalities Act 2010, in relation to all protected groups including SEND (Special Educational Needs and Disabilities) and will always take their circumstances into account.

It is our aim to help all pupils to be able to take their place safely in a world where a wide range of drugs exist.

## **Education and Prevention**

We believe that knowledge is power and so we ensure that age-appropriate education and support is provided through PSHE, PBE and science lessons as well as tutorials. Our School Nurse is available weekly to pupils seeking health support.

Pupils have found input from external education agencies particularly useful. In response we aim to ensure that this is provided by approved agencies at regular intervals throughout their time at The Cotswold School.

## **Definition of a drug**

A drug is a substance that affects the way in which the body functions physically, emotionally or mentally. For purposes of this policy, by 'drugs' we are referring to illegal substances and also legal substances such as: alcohol, tobacco, volatile substances, over the counter or prescription medicines and new psychoactive substances. By drugs paraphernalia we mean items such as cannabis grinders, rolling papers, filters, matches, lighters and pipes etc.

## **Drugs on school premises**

The legal definition of school premises includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles or any venue managed by the school at the time e.g. premises of a school trip or visit.

## Medicines

The school has policies for the administration of medicines that must be followed for everyone's safety. Please refer to our Administering Medicines Policy & Supporting Pupils with Medical Conditions Policy.

## Alcohol

During the course of a school day no alcohol may be brought on to school premises or consumed.

Any pupil or adult (including parents, carers and visitors) believed to be under the effect of alcohol will be asked to leave the premises and return at a later date for the safety of the whole school. Parents/carers will be asked to remove such children from the school premises and will be encouraged to seek immediate medical support.

## Smoking

School premises are a no smoking site at all times. 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, these items will be confiscated and parents informed. Smoking on or within 200m of the school premises will result in a sanction and parents being informed. This also applies to "vaping" and the use of electronic cigarettes.

## Illegal drugs and legal highs

No illegal drugs, psychoactive substances or drugs paraphernalia are allowed to be brought on to, or used on school premises.

***Bringing any such items on to school premises is considered a serious breach of this Drugs policy. Seeking to influence or glamourise illegal drug use or the use of legal highs, either in person on school premises or via social networking sites, is also considered a serious breach of this Drugs policy.***

## Solvents

The school will ensure that potentially hazardous substances it authorises are stored safely, and pupils will be supervised, if it is necessary that they come into contact with them in the course of their work.

Pupils are not permitted to be in possession of solvents. Bringing solvents or hazardous substances onto school premises is considered a serious breach of this Drugs policy.

## Responses to drug related incidents

A drug incident may be any of the following:

- Finding drugs, or related paraphernalia, on school premises
- Possession of drugs by an individual on school premises
- Use of drugs by an individual on school premises
- Supply of drugs on school premises
- Individuals disclosing information about their drug use
- Pupil reports of parents, staff or pupils using drugs
- Hiding drugs in or around the school premises for later collection (by themselves or by third parties)
- Glamourising or encouraging the use of drugs and other substances

Any response to drug related incidents needs to balance the needs of the individual pupil concerned with those of the wider school community.

Exclusion from school is not an automatic response to every drug incident, but after thorough investigation, **permanent exclusion** is considered in serious cases where:

- There is a serious breach or persistent breaches of our Drugs and/or Behaviour Policies
- and
- allowing a pupil to remain in The Cotswold School would seriously harm the education, safety or welfare of the pupil or others in the school

However, subject to the outcome of the investigation, **permanent exclusion will be automatic**, as a result of any incident in which a pupil is found to have been in possession of illegal drugs on school premises.

A member of the SLT will (normally) be responsible for co-ordinating the management of drug-related incidents, offering sources of support and liaising with outside agencies. Incidents will be dealt with after making an assessment of the situation and will be reported to the Principal. All incidents and responses will be recorded within 24 hours.

### **Drug Misuse outside the school premises**

In line with DfE Behaviour & Discipline in Schools (Jan 2016) the school may impose sanctions on a pupil for misusing drugs outside schools when pupils are:

- taking part in any school-organised or school-related activity or
- travelling to or from school or
- in some way identifiable as a pupil at the school.

The school may also impose sanctions on a pupil for misusing drugs at any time, whether or not the conditions above apply, if the misuse:

- could have repercussions for the orderly running of the school or
- poses a threat to another pupil or member of the public or
- could adversely affect the reputation of the school.

### **Individuals in possession of drugs**

If any pupil or adult on school premises is found in possession of an unauthorised drug, if possible, it will be confiscated. If the drug is suspected to be illegal, the school will contact a Police officer for discussion and advice. Illegal substances will be handed to the Police, to be legally destroyed as soon as possible, and will not be stored.

Parents and Carers will be informed (unless, for safeguarding reasons, this is not in the best interests of the pupil. Other professionals, such as the Local Authority, Young Offenders Service, Police, GP, Social Services will be informed or consulted, as appropriate.

### **Confidentiality**

The Cotswold School will always seek to work with parents and carers when information or allegations of drug use are made. There may be occasions when, for safeguarding reasons, this may not be appropriate.

(Please refer to our Child Protection & Safeguarding policy for more information on this.)

Complete confidentiality can never be promised to a pupil, though information given in confidence will not generally be disclosed to anyone else.

In particular, if a pupil chooses to disclose that they are using a drug without medical authorisation, this information will not be used against them, unless they are also in breach of this policy. However, action will be taken to try to ensure the pupil comes to no serious harm,

if this is considered a risk. Regarding disclosures, staff will follow the advice given in the Child Protection & Safeguarding policy, and at the annual safeguarding training.

### **Support for pupils**

At our school the welfare of the pupil is paramount and intervention will be made if the school feels a pupil is showing signs which indicate particular risks of, or from, involvement with drugs, whether their own or the involvement of their parents/carers.

Such interventions may include:

- Support and advice in school (Counsellor, School Nurse, Head of Year, Tutor, Inclusion Manager and Attendance Officer)
- Referral to specialist outside agencies for support
- Involvement of the Police

### **Right to Search**

In line with recent legislation the staff at The Cotswold School reserve the right to search pupils if they have reason to believe that they are carrying offensive weapons, illegal substances or

anything that is illegal or dangerous. Similarly, pupils can expect to be physically restrained, if they present a danger to themselves or other members of the community.

Searches will be carried out by members of the Senior Leadership Team of the same gender.

If inappropriate articles are brought into school or used inappropriately, they may be confiscated and kept in the school safe for collection by Parents and Carers at the end of the day. If these items are dangerous or illegal they will be handed to the Police for safe disposal.

The Cotswold School works closely with local Police Officers. If pupils are involved in any activity which breaks the law, the Police may be involved. Parents and Carers will always be informed when the police are brought in and will be given the opportunity to attend any interviews.

Unless there are reasons, for example, serious safeguarding concerns, why this should not be the case, consequences may include restorative justice - an approach to justice that focuses on the needs of the victims and the offenders, as well as the involved community - group work and education, including links with home.

To be clear, ***the Police will be involved if any pupil is suspected of having contact with an illegal substance; this includes possession, using or dealing.***

In such cases, the Police will decide what course of legal action, if any, should be taken.

This policy is written and administered with due regard to our duty and commitment as a school: to consider all aspects of equality and diversity.

(5<sup>th</sup> February 2018)

ratified by Governors and  
signed as such by The Chair of Governors

## Useful Organisations

**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)

**ASH (Action on Smoking and Health)** A campaigning public health charity aiming to reduce the health problems caused by tobacco.

Tel: 020 7739 5902 Email: [enquiries@ash.org.uk](mailto:enquiries@ash.org.uk)

Website: [www.ash.org.uk](http://www.ash.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)

**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](http://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)

**Drugwise** 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.drugwise.org.uk](http://www.drugwise.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)

**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](mailto:admin@mentoruk.org)  
Website: [www.mentoruk.org.uk](http://www.mentoruk.org.uk)

**National Children's Bureau** promotes the interests and well-being of all children and young people across every aspect of their lives.

Tel: 020 7843 6000

Website: [www.ncb.org.uk](http://www.ncb.org.uk)

**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: [www.familylives.org.uk](http://www.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)

**Smokefree** - NHS Smoking Helpline: 0800 169 0 169

Website: <http://smokefree.nhs.uk>

**Stars National Initiative** offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse.

Website: [www.starsnationalinitiative.org.uk](http://www.starsnationalinitiative.org.uk)

**Youth Offending Teams** – Local Youth Offending Teams are multi-agency teams and are the responsibility of the Local Authority, who have a statutory duty to prevent offending by young people under the age of 18.

Website: [www.gov.uk/youth-offending-team](http://www.gov.uk/youth-offending-team)