



St Laurence School

Policy on Drugs Education and Management of Drugs Related Incidents



1. Introduction

Our approach to drug education and the management of drug related incidents is informed by our Christian values and ethos. We believe that people are our treasure, as a gift from God and recognise the importance of educating for life in all its fullness. 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.

It is our aim to help all students to be able to take their place safely in a world where a wide range of drugs exist. We actively seek to provide an environment where all members of the community are safe from harm and take a robust approach where any individual or group violates our behaviour, drugs or anti-bullying policies and threatens the safety of others. Misuse of drugs by students in our community is not condoned and is dealt with consistently and clearly with regard to the needs of the school and the individuals concerned.

1. Aims

- To ensure that the drug education programme, and the response to incidents involving drugs, are informed by the values and ethos of the school.
- To support the school's endeavor to maintain the safety and well-being of all students and staff.
- To clarify the procedures for responding to and managing any drug-related incidents that may occur

2. Legal Duties and Additional Guidance

- a) As part of the statutory duty on schools to promote pupils' wellbeing (Education and Inspections Act 2006), schools have a clear role to play in preventing drug misuse as part of their pastoral responsibilities. To support this, the Government's Drug Strategy 2010 ensures that school staff have the information, advice and power to:
 - Provide accurate information on drugs and alcohol through education and targeted information, including via the FRANK service;
 - Tackle problem behaviour in schools, with wider powers of search and confiscation;
 - Work with local voluntary organisations, health partners, the police and others to prevent drug or alcohol misuse.
- b) This policy is also informed by DfE and ACPO drugs advice for schools:
 - DfE and ACPO Drug Advice for Schools: Advice for Local Authorities, Headteachers, School Staff and Governing Bodies (September 2012)
 - Searching, Screening and Confiscation: Advice for Headteachers, School Staff and Governing Bodies (January 2018)
 - Behaviour and Discipline in Schools: Advice for Headteachers and School Staff (January 2016)
- c) In addition, 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.
- d) The School is committed to the encouragement of legal, moral and healthy lifestyles. In particular this policy supports the *Stay Safe and Be Healthy* outcomes expected within The Children's Act 2004 and 2012, statutory DfE guidance on *Relationships Education, Relationships and Sex Education and Health Education* (June 2019), guidance from the Local authority via the Healthy Schools, Wiltshire programme and the School Policy on Child Protection.



St Laurence School

Policy on Drugs Education and Management of Drugs Related Incidents



3. Links with other Policies

This policy links to the following policies and procedures:

- Anti-Bullying Policy
- Child Protection Policy
- Behaviour Management Policy
- Equalities Policy
- Health and Safety Policy
- SEND Policy
- Supporting Students with Medical Conditions Policy

4. Definitions

A drug is a substance that affects the way in which the body functions physically, emotionally or mentally. 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". For purposes of this policy, by 'drugs' we are referring to:

- All illegal class A, B and C drugs
- Unauthorised drugs: the misuse of prescription and other pharmaceutical drugs
- Other legal substances not authorised by the School e.g. solvents, tobacco, alcohol and other drugs or chemicals

Any reference to 'Drugs Paraphernalia' refers to items such as cannabis grinders, rolling papers, filters, matches, vapes, lighters and pipes etc.

5. Medication

The School recognises that some students will be required to take prescribed medicines during the school day, due to existing conditions. Where this is the case, procedures for the administration, storage and record keeping are outlined in the Supporting Students with Medical Conditions Policy and must be followed for everyone's safety. This policy also sets out the circumstances in which a student may take non-prescribed/over-the-counter medicines.

6. Drug Education

a) Overview

The Drug Education programme is delivered to all students with particular emphasis at Key Stage 3 and 4. The programme is a statutory part of the PSHE curriculum and is based on national guidelines provided by the DfE. Students will follow a programme of study during PSHE that will be independent of, but complemented by, work covered in the curriculum of Science and RE, as well as information delivered through the tutorial programme. It is delivered to all students, is responsive to their needs and relevant to their age, experience and maturity.

b) Aims

The programme aims to develop in young people a sense of responsibility for themselves and to society. It provides knowledge and skills which are intended to help students maintain a law-abiding, moral and healthy way of life including the avoidance of harm to self and others whilst helping all students take their place safely in a world where a wide range of drugs exists. It encourages students to make healthy, informed choices by increasing their knowledge, exploring a range of attitudes about drug use and developing and practising their decision-making skills. It is recognised that some drugs have beneficial effects, but that every drug has potential to harm. In order to be able to make informed life choices, all students need to understand the nature of drugs and their effects.

The programme of study is designed to enable students to:



St Laurence School

Policy on Drugs Education and Management of Drugs Related Incidents



- Examine their own and other people's attitudes and values
- Respect the rights of others to hold their own opinions
- Develop the ability to make informed decisions
- Understand and cope with peer pressure
- Develop communication skills and assertiveness within a range of different situations
- Increase their understanding and knowledge of the situations in which drugs are used, both legally and illegally
- Learn and use the relevant associated vocabulary and terminology
- Develop responsible attitudes towards the use of drugs
- Widen understanding about related health and social issues e.g. sex and sexuality, crime, HIV and AIDS
- Recognise opportunities to develop a healthy lifestyle
- Know where to access further support and advice, including external services

In addition, our curriculum provision delivers the specific drug related teaching outcomes identified by the PSHE Association, based on DfE Guidelines:

KS3 Drug Related Teaching Outcomes

- H23 the positive and negative uses of drugs in society including the safe use of prescribed and over the counter medicines; responsible use of antibiotics
- H24 to evaluate myths, misconceptions, social norms and cultural values relating to drug, alcohol and tobacco use
- H25 strategies to manage a range of influences on drug, alcohol and tobacco use, including peers
- H26 information about alcohol, nicotine and other legal and illegal substances, including the short-term and long-term health risks associated with their use
- H27 the personal and social risks and consequences of substance use and misuse including occasional use
- H28 the law relating to the supply, use and misuse of legal and illegal substances
- H29 about the concepts of dependence and addiction including awareness of help to overcome addictions

KS4 Drug Related Teaching Outcomes

- H19 the consequences of substance use and misuse for the mental and physical health and wellbeing of individuals and their families, and the wider consequences for communities
- H20 wider risks of illegal substance use for individuals, including for personal safety, career, relationships and future lifestyle
- H21 to identify, manage and seek help for unhealthy behaviours, habits and addictions including smoking cessation

It will be made clear to students that the School will not tolerate the possession or misuse of illegal drugs and that this includes drugs which are legal for adults but illegal for children and young people. The programme of study will also ensure that students are made aware of the school's response to drug related incidents as outlined in this policy.

c) Delivery

The school recognises the need to begin with students' own experiences, beliefs and values and, therefore, places a high importance on creating a supportive and secure atmosphere where they can develop the confidence needed to talk, listen and think about substance misuse. In order to do this, teachers work within the current code of conduct within Teacher Standards 2013 DfE which states that teachers must not undermine certain values, including "mutual respect" and "tolerance of those with different faiths and beliefs". A variety of teaching approaches is used in order to meet the needs of all students.

During lessons teachers:

- Establish ground rules with students
- Emphasise the importance of mutual respect
- Require no open personal disclosures in a class setting
- Use distancing techniques
- Encourage reflection



St Laurence School

Policy on Drugs Education and Management of Drugs Related Incidents



d) Resources

Materials used in schools are prepared in accordance with the PSHE framework and the law. Care is taken to ensure that students are protected from teaching and materials which are inappropriate, having regard to their age and cultural background.

e) Staffing

The Drug Education programme of study is designed by the Head of Personal Social and Health Education (PSHE) and includes delivery by specialist PSHE teachers. PSHE teachers have access to relevant training and resources to support their delivery of effective drug education and to help them respond to situations with consistency and sensitivity, taking account of religious, social and cultural issues. Representatives of relevant external agencies are also involved in providing information and delivering the programme, including the police and the Community School Nurse.

f) Evaluation

The programme is evaluated on a regular basis through student feedback and staff discussions; students have a regular voice on these issues through the PSHE and Tutorial Programme.

g) Communication

We will work closely with parents and carers, keeping them informed through newsletters, awareness raising events and individual discussions where appropriate.

7. Drug Related Incidents

a) Overview

The school's provision for Drug Education as outlined in this policy aims to prevent drug related incidents occurring within the school community. However, in the event that an incident occurs, we respond based on a clear set of guidelines consistent with the those outlined in the September 2012 document *DfE and ACPO Drug Advice for Schools: Advice for Local Authorities, Headteachers, School Staff and Governing Bodies*. Any arising actions apply to both students' time in school on the school site and also to those occasions where students represent the school community; for example, journeys to and from school, extra-curricular activities, residential and non-residential trips, work experience and college courses.

The school does not tolerate the use or supply of illegal drugs and no illegal drugs are permitted on the premises under any circumstances. We will maintain the School and its close proximity as a drugs free zone by applying sanctions as appropriate. In addition, the School is a smoke free site and as such complies with government legislation with effect from July 2007 and also applies to vapes and any other e-cigarette.

b) Definition

A drug related incident may be defined as an event involving one or more drugs (as defined in section 5) which either requires further investigation and monitoring (e.g. awareness of solvent sniffing outside school) or requires immediate action (e.g. student found intoxicated or in possession, or alleged possession, of drugs). This may include, but is not limited to:

- Finding drugs, or related paraphernalia, on school premises
- Possession of drugs by an individual on school premises
- Possession of drugs paraphernalia (e.g. a grinder, bags having contained drugs, lighters etc)
- Use of drugs by an individual on school premises
- Use of drugs by an individual at a school event not on the school premises
- Supply of drugs on school premises
- Supply of drugs at a school event not on the school premises
- Individuals disclosing information about their drug use
- Reports of students 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
- Simulating the taking of drugs (e.g. smoking, snorting, tasting)



St Laurence School

Policy on Drugs Education and Management of Drugs Related Incidents



c) Response

Incidences can be varied and it is unhelpful to give a set procedure or response for every possible incident however the response of the school needs to be proportionate and operate within a legal framework, whilst considering the pastoral needs of those involved and the range of options available. Drug related incidents will be dealt with on a case by case basis, with the welfare of student(s) involved, as well as those around them prioritised. Any response should balance the needs of the individual with those of the wider school community aiming to provide students with the support to enable them to learn from their mistakes and develop as individuals.

Incidents involving possession, supply and being under the influence of unauthorised drugs are managed by senior staff in accordance with the national guidelines (as outlined above) and the School's Behaviour Management policy. Drug related incidents will be investigated against a background where:

- Response to incidents will be prompt to ensure the safety of individuals and the school community, including the response of first aiders, where this is necessary
- The School will use its rights to search a student who is suspected of possession of drugs (illegal and unauthorised) and to confiscate any drugs that discovered, in accordance with current legislation and advice: *Searching, Screening and Confiscation: Advice for headteachers, school staff and governing bodies (January 2018)*
- The misuse of illegal drugs is understood, by definition, to be against the law and all incidents of this nature will be notified to the police
- Any response to drug related incidents will include support as well as sanctions
- Parents/carers and the Police are to be involved, as appropriate, at the most practical and early point in any investigation
- Written, signed and dated accounts will be taken from those involved, including any witnesses
- It is understood that there may be a range of incidents that merit a differentiated response, including possession, supply and 'under the influence' and also that incidents may occur on or off the school site and in close proximity to School
- After appropriate investigation, decisions will be taken in accordance with the national guidelines outlined above
- To consider illegal drug use, and involvement with drugs, with regard to a contextual safeguarding framework and liaise with external agencies as necessary

d) Under the Influence of Illegal Drugs

A serious sanction with reference to the guidelines above. Depending on the exact circumstances, the response is normally a minimum of 5 days fixed-term exclusion. The maximum, according to the nature of the drug/previous record/resulting behaviour will be a permanent exclusion or equivalent sanction.

e) Possession and Consumption of Illegal Drugs

A serious sanction with reference to the guidelines above. Depending on the exact circumstances, the response is normally a minimum of 5 days fixed-term exclusion. The maximum, according to the nature of the drug/previous record/resulting behaviour will be a permanent exclusion or equivalent sanction.

f) Supply of Illegal Drugs

The Governing Body expects the Headteacher to impose the sanction of permanent exclusion or equivalent sanction on any student found to have supplied drugs on site or in close proximity to the School, whatever the nature of the drug/previous record/quantity/resulting behaviour.

g) Student Support and Advice

The welfare of the student is paramount and appropriate intervention; the School has a role in identifying students who are vulnerable to, or affected by, drug misuse to ensure that those who need extra help either receive it in school or through links to other services. We believe that early intervention and support of this nature can have a significant impact and it may include:



St Laurence School

Policy on Drugs Education and Management of Drugs Related Incidents



- Support and advice in school e.g. Head of Behaviour and Inclusion, Head of House, Assistant Head of House, Behaviour Support Co-ordinator, Tutor
- Referral to specialist outside agencies for support, e.g. Relateen counselling, Motiv8, school nursing service
- Working with the Police and community policing officers (PCSOs)

We will work closely with parents and carers, and with other relevant organisations to enable students to make positive choices about drugs. Information about local drugs and support services is provided for students and parents but staff of the school do not give individual advice to students about their personal drug use. We will enable students to identify sources of confidential advice and support where relevant.

h) Confidentiality

The 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.

Complete confidentiality can never be promised to a student, though information given in confidence will not generally be disclosed to anyone else. In particular if a student chooses to disclose that they are using a drug without medical authorisation, this information will not be used against them. However, action will be taken to try to ensure the student comes to no serious harm if this is considered a risk. Regarding disclosures staff will follow the advice given in the Child Protection Policy, and at their safeguarding training.

i) Communication

We will work closely with parents and carers, keeping them informed through newsletters, awareness raising events and individual discussions where appropriate. Students are reminded of the sanctions for possession or supply of an illegal or unauthorised drug in school at the start of Terms 1,3 and 5 by the Designated Safeguarding Lead.

8. Monitoring and Evaluation

a) School governors should:

- Review this policy biennially at the Community and Ethos Committee
- Respond to reports delivered by the DHT and AHT (DSL and Student Well-being) at the Community and Ethos Committee

b) The Headteacher should:

- Take overall responsibility for the implementation of this policy
- Hold overall responsibility for dealing with drug related incidents and associated sanctions
- Ensure that all staff dealing with drug related incidents are adequately supported and trained
- Conduct communications with the media where this is appropriate

c) The Deputy Headteacher should:

- Monitor the implementation and effectiveness of this policy
- Review and update this policy taking account of new legislation and government guidance and using learning from the review of any recent incidents to improve procedures and practice
- Align, review, update and publish linked policies and additional guidance
- Ensure that the application of sanctions for drug related incidents are aligned with the principles of this policy
- Maintain a record of all drug related incidents and their outcomes
- Analyse the data to assess the quality and effectiveness of the school's response to drug related incidents and address any issues arising
- Report any drugs related incidents to SLT and governors as part of the termly Behaviour and Attendance Report



St Laurence School

Policy on Drugs Education and Management of Drugs Related Incidents



- d) The Assistant Headteacher (DSL and Student Well-being) should:
- Report on the impact of any drugs related incidents to SLT and governors as part of the termly Safeguarding and Child Protection Report.
 - Align this policy with the Child Protection Policy
 - Review and monitor the quality of the whole school drug education programme
 - Support and evaluate the work the Head of PSHE in relation to this policy
 - Maintain up to date signposting information for parents, carers and students
 - Lead or support parent information sessions on these topics
 - Use termly Safeguarding briefings to keep students informed about risks and how to manage them
 - Use Safeguarding briefings in terms 1, 3 and 5 to inform students of the sanctions for possessing or supplying illegal or unauthorised drugs in school
 - Ensure that the Safeguarding Team promptly triage the reported incidents of drug misuse, where the KCSIE threshold to indicate a Safeguarding concern are not met, to the relevant HoH and AHoH
 - Ensure that reported incidents of drug misuse that do meet the KCSIE threshold to indicate a Safeguarding concern are managed in line with statutory guidance
- e) The Head of PSHE should:
- Ensure the development of a cohesive and well-planned Drug Education programme as part of the PSHE planned curriculum and which is underpinned by the principles in this policy
 - Liaise with the Director of Science, the Head of RE and the Head of Behaviour and Inclusion to ensure coherence in the planning of the Drug Education programme
 - Monitor the delivery of the PSHE drug education programme
 - Evaluate the programme, using staff and student feedback to review and develop the programme each year.
 - Ensure the provision of regular training for staff delivering the programme
 - Lead or support parent information sessions on these topics
- f) The Head of Behaviour and Inclusion should:
- Review and analyse the behaviour data to identify any patterns in drug related incidents and report these to the DHT
 - Develop and maintain high quality materials and approaches in *Support to Learn* for students who access the provision as part of the support offered to modify their behaviour
 - Ensure careful planning of tutorial sessions which are part of the Drug Education curriculum
- g) The Pastoral Team (Heads of House, Assistant Heads of House) should:
- Respond promptly to any reported incidents of drug misuse
 - Investigate reported incidents thoroughly, taking statements from those involved and any witnesses to the incident
 - Inform parents/carers as soon as possible when issues of drug misuse arise and keep parents and carers informed as situations develop
 - Apply sanctions in accordance with this policy and the Behaviour Management Policy
 - Signpost parents and carers to appropriate support
 - Where appropriate, work with outside agencies such as the Police Community Support Officers (PCSOs), the police, Motiv8 and children's services, completing any appropriate referrals for the student

9. Review

The policy will be reviewed routinely every two years and also following:

- any serious incident involving alcohol or drugs and substance misuse
- the issue of any new guidance from the DfE



St Laurence School

Policy on Drugs Education and Management of Drugs Related Incidents



Appendix A: Useful Organisations for Advice About Drugs

1. ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services.
Tel: 020 3817 9410 Email: admin@adfam.org.uk Website: www.adfam.org.uk
2. Alcohol Change UK 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 3907 8480 Email: contact@alcoholchange.org.uk Website: www.alcoholconcern.org.uk
3. ASH (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco.
Tel: 020 7404 0242 Email: enquiries@ash.org.uk Website: <http://ash.org.uk>
4. 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 714 650 Email: info@coramclc.org.uk Website: www.childrenslegalcentre.com
5. 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 Website: www.crae.org.uk
6. Drinkaware is 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 7766 9900 Website: www.drinkaware.co.uk
7. Drinkline is a free and confidential helpline for anyone who is concerned about their own or someone else's drinking.
Tel: 0300 123 1110 (lines are open 24 hours a day)
8. 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 Website: www.drugwise.org.uk
9. 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.
Helpline: 0300 123 6600 Email: frank@talktofrank.com Website: www.talktofrank.com
10. 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: 020 963 2751. Email admin@mentoruk.org Website: <https://mentoruk.org.uk/>
11. 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
12. Family Lives is a charity offering support and information to anyone parenting a child or teenager. It runs a freephone helpline and courses for parents, and develops innovative projects.
Tel: 0808 800 2222 Website: www.familylives.org.uk
13. 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. Text: 07496 959930
Information: 01785 810762. Email: info@re-solv.org Website: www.re-solv.org



St Laurence School Policy on Drugs Education and Management of Drugs Related Incidents



14. Smokefree: NHS Smoking Helpline
Tel: 0300 123 1044
Website: www.nhs.uk/smokefree

15. Stars National Initiative offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse.
Website: www.childrensociety.org.uk

16. 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.
Web: www.gov.uk/youth-offending-team