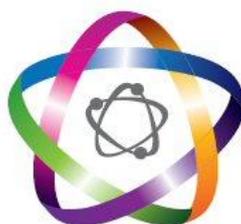


POLICY DOCUMENT No P13**DEBENHAM HIGH SCHOOL**

A Church of England High Performing Specialist Academy

**DRUGS EDUCATION AND INCIDENTS POLICY**

This policy is reviewed every two years by Mr S Martin

History of Document

Issue No	Author/Owner	Date Written	Approved by Governors on	Comments
Issue 1	P.Crowley	July 96	July 96	1 st issue
Issue 2	P.Crowley	Oct 02		Minor revisions by SMT
Issue 2A	S Martin			Academy Update
Issue 3	S Martin	Sept 14	7 Oct 14	Minor update
Issue 4	S.Martin	Nov 16	6 Dec 16	Updated
Issue 5	S. Martin	May 19	14 May 19	Minor Update
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1. Introduction

Debenham High School is a rural 11 - 16 comprehensive school of over 600 pupils serving the large village of Debenham and the surrounding villages. Despite the idyllic rural location it is recognised by both the school and the local community that illegal substances are easily available in the locality and, it must be assumed, are therefore available to members of the school.

In this policy the word 'drug' is understood to include any substance which has a narcotic or stimulant effect, including tobacco, alcohol, illegal drugs and solvents.

2. Aims

The aims of the school include:

- To provide a happy and caring environment in which to learn and work where each member of the school community is personally valued and where pupils are able to develop self-respect and self-control
- To help pupils acquire attitudes and skills relevant to their adult and working life and be able to adapt confidently to a changing society.

This policy contributes to the furtherance of these aims and includes the following more specific aims:

- To enable pupils to make healthy and informed choices
- To provide a clear framework for all staff for dealing with incidents of substance misuse in school.

3. Curriculum Objectives

- a. To provide opportunities for pupils to acquire knowledge and understanding about the dangers of drug misuse and the effects of solvents, alcohol, tobacco and other drugs on body functions and the effects on the family, friends and the wider community.
- b. To understand the importance of feeling positive about oneself and others, and to be able to express feelings confidently.
- c. To develop responsible attitudes towards the use of drugs and to know how to say "No".
- d. To develop decision-making skills and know about factors which influence the process of making decisions, including choosing between alternatives and considering long-term and short-term consequences of decisions for oneself and others.
- e. To increase pupils' understanding of situations in which drugs may be used, both legally and illegally, and to develop their skills for remaining in control in such situations.

- f. To help pupils appreciate ways in which they can control aspects of their own behaviour and resist peer pressure.
- g. To make pupils aware of the law relating to the use of drugs.
- h. To provide knowledge about how to use the helping agencies, e.g. clinics, hospitals.

4. Procedural Objectives

- a. To set out clear procedures to be followed by staff who suspect that substance misuse is taking place or that substances are being brought onto school premises.
- b. To provide an agreed framework for liaison with outside agencies including the police and press.
- c. To set out a clear statement of the disciplinary measures which will be applied to drugs-related incidents.
- d. To set out the support and counselling which will be part of the response to drugs-related offences in school.
- e. To ensure that all members of the school community understand the very serious view which the school takes of all instances of possession, use or supply of illegal drugs.
- f. To ensure that all staff are aware of the agreed procedures.
- g. To ensure that all staff involved in specific drugs education have an adequate level of training.

This policy is one of a group of policies contributing to the PHSEe and pastoral provision at Debenham. It shares with policies on Sex and Relationships Education, Positive Management of Behaviour, Anti-Bullying and Safeguarding the theme that individuals who have a high level of self-esteem and who possess the necessary knowledge and skills to make thoughtful decisions about their behaviour will be best equipped to take their place in the adult world.

5. The School's Stance on Substance Misuse

- a. The school does not condone the misuse of drugs or alcohol by members of the school, nor the illegal supply of these substances.
- b. The school is committed to the health and safety of all its members.
- c. The school will seek to educate pupils about the dangers connected with the misuse of substances.
- d. The school recognises that it has a duty to inform and educate young people on the consequences of drug use and misuse and will take a proactive stance on the matter believing that such Health Education is a vital element of the Personal, Social, Health and Economic education (PSHEe) of every pupil.
- e. Fundamental to our school's values and practice is the principle of sharing the responsibility for education of young people with parents/carers by keeping them informed of any significant, known involvement by a pupil with illegal substances. Co-operation and communication between parents/carers, students and school is essential for the effective implementation of this policy.

- f. Whilst it is noted that the number of young people who misuse substances appears to be rising, it is important to recognise that the majority of young people choose not to do so. We need to continue to support the differing needs of young people on this issue.

6. Roles

- **The Role of the Headteacher and Governing Body**

The Headteacher takes overall responsibility for the policy and its implementation, for liaison with Governors, parents/carers and appropriate outside agencies. The Headteacher will ensure that all staff dealing with substance misuse issues are adequately trained and supported.
- **The Role of School Staff**

The Role of Staff in whom pupils confide need to consider their responsibilities carefully. They may need to inform pupils that certain information cannot be kept secret by a teacher (eg details of a pupil who may be supplying drugs to other pupils), see safeguarding policy. However, staff will want to be sensitive to the needs of individuals to speak and gain advice from adults they trust. In so doing students may confess to some drugs involvement. This should be referred to a member of the Leadership Team. In all cases where drug misuse is known to have occurred on the school premises (or on a school journey) the facts must be reported to the Headteacher. Detailed procedures are set out below.

7. The School's Response to Drugs-related Incidents

Cases involving substance misuse or supply on the premises are considered to be very serious infringements of school regulations. In all such cases the Headteacher will discuss the matter with the Chairman of Governors. Permanent exclusion may be considered as an appropriate response, though the school will seek to balance the interests of the pupil(s) involved, the other school members and the local community. Unless there are exceptional circumstances parents/carers will be informed in any case where their child is involved in an incident of substance misuse.

Pupils will be made aware that the use or carrying of illegal drugs on the premises will lead to an immediate fixed term exclusion and could lead to permanent exclusion. Pupils involved in serious drugs-related incidents may, following a fixed term exclusion, be encouraged strongly to meet with an appropriate person from a specialist agency to discuss the support available to persons involved with drug misuse.

Although each incident will be considered individually, and it is recognised that a variety of responses will be required to deal with different incidents, there are certain minimum requirements related to specific situations which may occur.

8. Response to Specific Incidents

No pupil may smoke or vape on school premises, on journeys to and from school or on school visits. If a pupil is known to be smoking or vaping within the above areas, this should be reported to the Deputy Headteacher who will inform the parents/carers and place a note on the pupil's record and an appropriate sanction applied.

In each of the following cases the incident is to be reported, in the first instance to the Headteacher who will take the required action:

- If any pupil is found drunk on school premises, the parents/carers will be informed immediately and requested to remove the pupil.
- Alcohol, cigarettes, e cigarettes or tobacco found on school premises will be confiscated. The parents/carers will be informed and given the opportunity to redeem such items.
- If any pupil is found intoxicated through solvent abuse, urgent medical attention should be given (via Debenham Surgery and/or the hospital) and the solvent will be confiscated.

Drugs found on school premises will be confiscated and immediately handed over to the police, where appropriate

A member of staff, having good reason for believing that a pupil may be in possession of an illegal substance, may ask that pupil to empty his/her pockets or bag this should be done with another adult present. In line with the guidance in Policy PO5 Section 7.4.

If any pupil or any other person is found supplying or offering to supply a controlled drug the Headteacher must be informed immediately, who will inform the police, the Chairman of Governors and the parents/carers. This will result in a Permanent Exclusion.

Any equipment involved in drug misuse found on school premises will be disposed of according to the guidelines. Needles and syringes, which present a considerable health hazard, must be handled with extreme care and stored in a suitable container until collected and disposed of by the Suffolk Police Drugs Squad.

9. Liaison with the Media

Responsibility for liaison with the media will rest with the Headteacher and Deputy Head. Individual Governors, if they are approached, should refer the press to the Chairman or Vice-Chairman.

10. Drugs Education Programme

The programme for drugs related education is partially cross-curricular but is drawn together by easily identified units of work in the PSHE Programme. This programme is based on a skills-led approach and is delivered by PSHE Staff under the direction of the Head of PSHE. Senior staff also contribute to the programme. The Head of PSHE and other staff are encouraged to attend regular training as appropriate.

A Brief Synopsis of the Drugs Education Programme

Year Group	Topic
Year 7	Unit 3 : How to be Healthy – looks at smoking and alcohol
Year 8	Unit 4 – How can I take care of myself – knowing about drugs and addiction
Year 9	Unit 1 : Making the Right Decisions – Looking after my Body and Mind – a lesson on Drugs and the Law Unit 2 and 4 : Relationships – How to make the right decisions? Sexual Health : How to take care of myself? - Looking at the impact of alcohol and drug use of decisions making and sex
Year 10	Drugs Education Drop Down with The Mix i.e. drugs education generally but also cause of addiction; ways to source help Unit 1 : Health and Wellbeing : Respecting ourselves? – Re-capping sexual health and the use of alcohol; importance of understanding the harm of illegal and legal substance use
Year 11	Drop Down Afternoon – Emotional Health and Wellbeing : The Importance of resilience and managing risk – how to manage choices around taking drugs is one of the case studies

The school also uses PHSE drop down afternoons at regular intervals to inform and educate pupils about a wide range of issues including Drug and Alcohol abuse.

In addition to the above work, at different times, both English and Drama contribute to fulfilling the aims of this policy.

11. Links with Parents/Carers and the wider Community

These are brought to pupils' attention at appropriate times during the health education programme.

Help and support for any pupil who is influenced by drug misuse in any way is provided through the pastoral systems in place within the school. The Senior Designated Leader (SDL) and Alternative Designated Leader (ADL) will work with external agencies and parents where it is felt that further support maybe needed and this is a bespoke offer depending on the needs of the individual.

12. Dissemination and Review of the Policy

This policy is referred to in the school prospectus and is available through the school website or the school office on request.

The policy was originally drawn up following consultation between representatives from the Friends of Debenham High School (parents/carers) and the Governing Body.
It is reviewed at regular intervals when new guidance or materials are appropriate to include.