



Unauthorised and Illegal Drug Procedure

Last reviewed: May 2019

This document applies to operations of Larkmead School.

Related documents: -

- Behaviour Management Policy
- Behaviour Management Procedures

Document Control			
Review period	36 Months	Next review	June 2022
Owner	Larkmead SLT	Approver	Student Welfare and Safeguarding Committee
Category	Larkmead Procedure	Type	Internal

1. Aims of Procedure

- a. To support the School in maintaining the safety and well-being of all students and staff
- b. To clarify legal responsibilities, entitlement and obligations
- c. To support all the members of the School community by providing clear guidance and procedures on drug related issues to ensure clarity and consistency
- d. To develop a whole School approach to drug education in the context of the curriculum of the School

2. School Ethos

The School provides a supportive and nurturing environment in which students are enabled to develop educationally and personally. We aim to prepare them for the opportunities, responsibilities and experiences they may encounter in their future lives.

3. Rationale

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 exists. In order to make informed choices, staff and students need to understand the nature of drugs, their social and legal status, their uses and effects. The school takes a robust approach to any individual or group that violates our behaviour, drugs or anti-bullying policies.

4. Definition of Unauthorised or Illegal Drugs, and Drug Paraphernalia

Drugs are substances which affect the way in which the body functions physically, emotionally or mentally. This definition includes illegal substances and also legal substances such as alcohol and tobacco, and volatile substances, and new psychoactive substances. By Drugs Paraphernalia we mean items such as cannabis grinders, rolling papers, filters, matches, lighters and pipes etc.

Medicines - This Procedure Document does not include over the counter and prescription medicines. The school has a Supporting Pupils with Medical Needs Policy Statement and Procedure for the administration of medicines that must be followed for everyone's safety.

5. 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, boats, marquees or any venue managed by the school at the time e.g. premises of a school trip or visit.

• Alcohol

No alcohol may be brought on to school premises or consumed during the course of a school day. Students found to be in possession of alcohol will be punished in line with the school Behaviour Management Policy and the alcohol will be confiscated. If students are found to be under the influence of alcohol parents will be asked to remove their children from the school and will be encouraged to seek immediate medical support. A sanction in line with the school Behaviour Management Policy will be applied.

Any adult or student, parent, carer or visitor under the effects of alcohol will be asked to leave the premises for the safety of the whole school.

- **Smoking**
School premises are a no-smoking site at all times. Students are not permitted to bring to school smoking materials, including matches and lighters. Should a student be found in possession of any of these on School premises, action in line with the school Behaviour Management Policy will be taken. We reserve the right to search known smokers (and their known associates) for smoking materials. This also applies to "vaping" and the use of electronic cigarettes.
- **Illegal drugs and legal highs**
No illegal drugs, new psychoactive substances or Drugs Paraphernalia are allowed to be brought on to, or used on school premises. Bringing any such items onto 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.
The school has the right to search students for drugs and associated paraphernalia.
- **Solvents**
Students 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.
The school will ensure that any potentially hazardous substances it authorises are stored safely. If it is necessary for students to come into contact with them in the course of their work, the students will be supervised.

6. 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
- Student reports of parents, staff or 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

Any response to drug related incidents needs to balance the needs of the individual student concerned with the wider school community. Each case will be assessed and levels of sanctions will vary according to the seriousness of the incident and the student's involvement.

Exclusion from school is not an automatic response to a drug incident but 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 student to remain at Larkmead School would seriously harm the education, safety or welfare of the student or others in the school

A member of the Senior Leadership Team will (normally) be responsible for coordinating

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 Headteacher. All incidents and responses will be recorded within 24 hours. In all cases the school works in close partnership with the police.

7. Individuals in possession of drugs

If any student or adult on school premises is found in possession of an unauthorised drug it will be confiscated, if possible. 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 not stored. Parents and Carers will be informed (unless for safeguarding reasons this is not in the best interests of the student) and other professionals such as the local authority, Young Offenders Service, Police, GP, Social Services will be informed or consulted as appropriate.

8. Drug Misuse outside the school premises

In line with Behaviour & Discipline in Schools (link January 2016) the school may impose sanctions on a student for misusing drugs outside schools when students are:

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

9. Confidentiality

Larkmead 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.

10. Support for students

At our school the welfare of the student is paramount and intervention will be made if the school feels a student 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, Director of Learning)
- Referral to specialist outside agencies for support, e.g. Aquarius
- Involvement of the Police

11. Right to Search

- In line with recent legislation the staff at Larkmead School have the right to search students if they have reason to believe that they are carrying offensive weapons, illegal substances or anything that is illegal or dangerous. Similarly students can expect to be physically restrained if they present a danger to themselves or other members of the community. If this is necessary, this will be carried out according to the school's Behaviour Management Policy and Procedure.
- Searches will be carried out by Directors of Learning, or members of the Senior Leadership Team of the same gender. Parents and Carers will always be informed when this has happened.
- 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.

12. Drugs Education Principles

We believe that drug awareness is important for all members of staff and governors, as well as students and parents.

a. Drugs education in our School aims to enable all students to make healthy informed choices by increasing their knowledge, exploring a range of attitudes towards drug use and developing and practising decision making skills. The programme we follow is based on national and local guidelines for good practice and is appropriate to the age of our students.

b. We provide all students with drugs education as an integral part of our Personal Development Curriculum (PDC). Drugs education is also delivered through cross-curricular links with the science curriculum and other subjects, in addition to assemblies, and other activities.

13. Parental Involvement

Parents/carers are welcome to contact the School and talk with us about any concerns or questions they may have. We try to ensure parents/carers are aware of how to deal with drug education. Parents/carers are contacted as soon as the School has evidence of involvement of students in possession of unauthorised drugs.