

Drugs, smoking, vaping and alcohol Policy

Bedford Greenacre Independent School confronts drug related problems in an open and responsible manner. The School believes that taking illegal drugs is wrong; it is against the law, potentially hazardous to physical and mental health and has other known detrimental effects.

The School acknowledges the fact that young people encounter drugs in the wider social scene outside School and occasionally the problem will carry over into School, as it does in other schools across the country; therefore, it is vital that all pupils are helped to understand the dangers of drug misuse and dependency. The term 'drugs' and the consequences and sanctions for using them also applies to pupils found using alcohol, tobacco, snus and vaping. **The school has a zero tolerance approach to these illegal drugs.**

Bedford Greenacre Independent School considers it is part of its professional responsibility to provide support and counselling for any pupils and their families who encounter problems with drugs. **At the same time, it will take any necessary disciplinary or other appropriate action** in order to protect the school community, as much as it can, from dangerous influences and these include drugs.

If a pupil approaches a member of staff to ask for help in dealing with a drugs problem, they will be referred to a member of the leadership team and school counsellor, together with give advice about external specialists. We will record the information on the pupils file and we cannot guarantee confidentiality, so parents will, most likely, be informed.

Disciplinary action will be taken if a pupil is found in possession of drugs or under the influence of drugs on the school site or any school arranged trip.

As part of our PSHEE curriculum, the School provides drugs education; these lessons cover health issues, moral issues and legal information.

Aims

The aim of this policy is to prevent pupils from using illegal drugs during School time and to discourage their use at any time. It is to make pupils aware of the detrimental effects of drugs use and to protect our school community.

Parents will always be informed where pupils are found to be in possession of drugs or under the influence of drugs, or where there is suspicion of involvement.

Introduction

This drugs policy is in two parts

- 1 The role of the PSHEE Department in delivering relevant drugs education – see also PSHEE Department's Handbook for more detail
- 2 The position of the school in managing any drugs related incident.



3 The aim of this Drugs Policy is:

- To help promote healthy lifestyles in our young people and to strongly discourage the use of illegal drugs.
- To deliver information and guidance to students in order that they can make decisions on important issues in general, and on illegal substances, alcohol, smoking and solvents in particular.
- To protect the majority in the school, but also to provide support for any young person getting involved with drugs.
- To review the policy biennially and monitor staff training.

Drugs education in the curriculum

This is presented in line with the National Curriculum in two strands. First as part of the Science Curriculum

- At Key Stage 1, 5- year olds should learn about the role of drugs as medicines.
- At Key Stage 2, 7-11 year olds should learn that smoking, alcohol and other drugs can have harmful effects.
- At Key Stage 3, 11-14 year olds should learn how the misuse of solvents, smoking, alcohol and other drugs affect health.
- At Key Stage 4, 14-16 year olds should learn the effect of solvents, smoking, alcohol and other drugs on body functions.

Second, and even more importantly, within the PSHEE Curriculum.

Drugs Education in PSHEE

This should be part of an overall strategy of development of life skills and therefore integrated into the PSHE programme including sex education, relationships, self- assertiveness/decision making, bullying, diet and healthy living. It is not a separate issue.

Health, financial and social risks from drugs, including smoking, snus and alcohol are addressed.

The curriculum is teacher driven, in line with current DfE recommendations, but with support possible from outside agencies particularly our Police Liaison Officer.

PSHEE is in the school curriculum and includes the following:

- Factual input (Information health issues, social issues, financial issues)
- Role play – saying 'no' skills, peer pressure, Assertiveness training
- Discussions
- Structured games and quizzes
- Worksheets
- Audio/visual aids
- Outside speakers
- Projects

Please refer to the PSHEE Department Handbook for details of Schemes of work.

Consequences of breaking school rules involving illegal substances, smoking, weapons and alcohol

- Any illegal substance, alcohol, smoking product, solvent or weapon found in a student's possession will be confiscated immediately. The Principal or Deputy Head can authorise any member of staff to search the student's locker or possessions for these substances. Personal

searches require the consent of the student or their parent/guardian. (The police can search without permission if illegal drugs are suspected.)

- Possession of illegal substances, alcohol or weapon will result in immediate exclusion from school whilst inquiries with pupil, parents and within school are made and appropriate consequences decided upon. Referral to external guidance or counselling will be made in the case of illegal drugs. This will result in a permanent exclusion. The Governors will be notified of all cases involving exclusion.
- If there is a suspicion that a student is suffering from the effects of drugs or alcohol, parents will be automatically informed, and if necessary, acting in loco parentis, the school will take the decision that the student attends the Accident & Emergency Department at hospital. Further inquiries will follow as in item 2 above.
- The school reserves the right to inform the police of an incident involving illegal substances. If substances are found, this is mandatory. The police may prosecute on a first offence of possession, although this is unlikely for a minor offence. The effects of a conviction or even a formal caution can be very long lasting.
- Confidentiality about discussions on matters of illegal drugs between staff and students cannot be guaranteed. It is at the professional discretion of the member of staff to offer support in the most helpful and appropriate way. However, if it is deemed in the student's interest, then the information should be shared with the Principal and the student must be told. Incidents involving possession will be referred to the Principal, parents and police.
- Any incident occurring whilst school staff are in loco parentis, e.g. on a school outing, will be treated as an incident on school property.

Staff guidelines

- Make sure you are informed as possible of the side effects of any drugs.
- Any illegal drug or suspected illegal substance must be confiscated instantly. It is very important that you can show that you
 - i. have it in your possession,
 - ii. that you have confiscated it in order to prevent the student from committing a crime, e.g. supplying someone else, and
 - iii. intend to destroy it or preferably pass it on to the police as soon as possible. **DO NOT HOLD ONTO ANY ILLEGAL SUBSTANCE.**
- Remove the substance from the person or place discovered and make a written record of the time and circumstance in the presence of a witness.
- Give the substance, with witness, to the Principal, who will follow the same formal procedure in handing it to a Police Officer as soon as possible. Meanwhile, the labelled substance will be placed, witnessed, in the school safe.
- Make an entry in the Accidents/Incidents Book asap
- Deliver cigarettes, solvents or alcohol to the Principal for the parents to reclaim.

Confidentiality

We have a contractual relationship with parents which is not the case in the state system.

Useful telephone numbers:

- 'Release' help line 01707299904
- A.D.A.S. 0345 660085

We have no obligation to inform the Police in cases of information about incidents although this may be helpful in helping individuals with drug problems. Unofficial conversations with our School Police Liaison



Officer can be helpful. But in the case of possession it must be reported.

Investigations

Staff must inform the Principal immediately if they suspect that anybody is using drugs, supplying drugs or if drugs are found on the school premises. The same applies if on a school trip, the Principal must be informed at the earliest opportunity.

If drugs are found on the school site, then they will be confiscated immediately, which is acceptable by law, where staff can take temporary possession of the suspected substances. It is not permissible to retain the substance, as this would be an offence against the Misuse of Drugs Act 1971, nor is it permissible for staff to try to analyse or taste an unidentified substance. The substance should be handed to the Principal at the earliest opportunity who will then make the necessary arrangements to destroy it, with a witness present or to hand it over to the police.

The Principal will then start the investigation by contacting the pupil's parents immediately.

A senior member of staff will help the Principal with any investigation, including interviewing the pupil/s concerned. The pupil may request to have another adult present throughout this investigation and will be reminded by the Principal of the right to do so. All points raised at the interview will be recorded and held on the pupil's file. The Police and other appropriate external agencies will be informed of drug-related incidents.

Carrying out a drugs search

Where a member of staff is suspicious about drugs, searches of lockers and desks can be made with the pupil and another member of staff present throughout the search.

Cooperation will help pupils who are suspected of the misuse of drugs, so they should be given the opportunity to hand over any substances voluntarily, for example by turning out their pockets or bag. If a pupil refuses to turn out his pockets, the Department for Education states that the school should contact the Police. Staff are not allowed to physically search a pupil under any circumstances.

Again, as with the interview, the pupil must be reminded of their right to have another adult of their choice present throughout any search. This procedure must be handled with sensitivity and respect for the pupil's property.

Drugs Testing

The pupil will be given the opportunity to declare any recent use of prescribed or non-prescribed drugs before drug testing takes place.

The School reserves the right to request a drugs test when there is reasonable cause for suspicion of the misuse of illegal drugs. If a parent or pupil refuse consent, further action will be taken.

The collection of a urine sample will be done as soon as possible and the school will arrange for an external provider to carry out the drugs test. Testing will only be carried out when there is strong suspicion that a pupil has been using illegal drugs and only at the discretion of the Principal.

Sanctions following the misuse of illegal drugs

Any pupil caught supplying, or inciting the use of, illegal drugs (including smoking, vaping, snus

and alcohol), or being in possession of them with the intent to supply, **will be permanently excluded**.

Any pupil caught in possession of, or using illegal drugs (including **smoking, vaping. snus and alcohol**) on School premises, whilst on a School- related activity, or during the school day, **will be permanently excluded**.

Random testing may be implemented for a child returning to school following a drugs related exclusion. This is at the discretion of the Principal. The procedure will be to summon the boy without warning, tell him he is to be tested, ask him if he consents to being tested and his parents informed of the result after the test or, if he prefers them to be informed first, ask him if he wants a 'witness'. The test then proceeds as per the instructions stated above in carrying out drugs tests.



Appendix A – Procedures for Testing

Any testing must be authorised by the Principal who will appoint a supervisor for the collection of necessary samples. This will usually be either the Deputy or Assistant Heads. The reasons for the test will be clearly outlined to the pupil and will only take place with the prior knowledge and agreement of parents and the pupil concerned.

A pupil will not be compelled to take a test. If necessary, it will be explained to the pupil that taking a test could remove suspicion and possibly allow their innocence to be established. They will also be made aware of the fact that should they refuse to take a drugs test, the School reserves the right to take further action when evidence suggests that the pupil has been involved in drug misuse.

Procedure for Collection of Sample

Testing will normally be supervised by the Deputy or Assistant Heads. The pupil from whom the sample is being collected will have the right to ask for a member of Staff to be present as an observer should he so wish.

The method of testing will be through urine samples and the procedure for collection as detailed by the manufacturer of the testing kit will be clearly outlined to the pupil before collection of the sample takes place. This will also include an explanation of the paperwork and the completion of that paperwork. Throughout the test, every effort will be made to maintain privacy and dignity. Should the pupil, or the observer, be concerned about any part of the procedure, they have the right to ask for that particular test to be stopped and for the procedure to be restarted.

Prior to the test, the pupil will be asked to remove any coats, jackets or jerseys and will be asked to empty all pockets as well as removing shoes. They will also be asked to thoroughly wash their hands and be provided with a clean towel. They will not be allowed to take articles of any kind into the testing room. When providing the sample, they will be assured of privacy.

The method of testing will be a multi-screen urine test which should give a response within ten minutes. If this initial test shows a positive result, the pupil will be asked whether or not they accept the result of that test and, if they do, to sign the form indicating that. If they disagree with the findings of that initial test they will be asked to provide a second test sample.

Whenever possible, testing will take place on the same day as the Principal requests that a test takes place and certainly within twenty four hours of that request being made. The School will carry the cost of the first test, though any subsequent tests required will be charged to the pupil's account.

Appendix B – Warning Signs that might suggest drug misuse

- Decline in School performance
- Unwillingness to take part in activities previously enjoyed
- Unusual outbreaks of temper
- Marked mood swings, restlessness and irritability
- Staying out more, perhaps with a new group of friends
- Excessive spending or borrowing of money
- Reduced interest in personal appearance
- Excessive tiredness without obvious cause
- Lack of appetite
- Heavy use of scent, aftershave, etc
- Wearing sunglasses to conceal dilated or constricted pupils

Appendix C – The Law Relating to Drugs

Misuse of Drugs Act 1971 is the principal law governing illegal drugs. The drugs it covers are divided into three classes, (A), (B) and (C).

It is clear that many controlled drugs have medical uses, so the Act also places those drugs into five schedules, which control those uses. Schedule 1 drugs are considered to have no medical use and the doctors cannot prescribe them. They can only be possessed with a special licence: they include Cannabis and LSD. Schedules 2, 3 and 4 cover most controlled drugs that have medical uses and can only be supplied with a prescription. Schedule 5 covers over-the-counter drugs available from chemists that contain tiny amounts of controlled drugs.

Some controlled drugs may be possessed legally if purchased from a pharmacy or supplied on a prescription. In other cases, the drugs covered by the Act are illegal to possess or supply. Offences involving Class A drugs are the most serious and carry the heaviest penalties.

Class A: Opium, heroin, methadone, cocaine, crack, LSD, ecstasy, possessed "Magic Mushrooms" and any Class B drug prepared for injection, cannabis oil.

Class B: Amphetamines, barbiturates, cannabis, codeine.

Class C: Tranquillisers, some painkillers, most anabolic steroids, GHB, Ketamine

In Bedfordshire young people under 17 in possession of cannabis will be arrested. Persons over 17 but using cannabis in the vicinity of young people under 17 will also be arrested.

Maximum penalty for supply 14
years

Maximum penalty for possession 5
years

It is an offence knowingly to allow premises for which you are responsible to be used for smoking cannabis or opium or the production or supply of controlled drugs.

This means that, if a member of Staff knows that cannabis is being smoked by a pupil on School premises and he or she does nothing to stop it, that member of Staff commits an offence.

Knowing that another person is in possession of a controlled drug on School premises does not constitute an offence for those responsible for the premises. However, if the drug is offered for supply to another, the person responsible for the premises commits an offence unless he or she acts to stop it.

It is legal to confiscate an illegal drug in order to prevent an offence being committed and then to destroy it or hand it to the Police. It is illegal to retain the drug, i.e. it must either be disposed of or handed as soon as possible to the Police.

Schools are allowed to dispose of illegal drugs. Witnesses should be present, and the action recorded. A drug may be handed to the Police, but the law does not require this.