

Upham CE (A) Primary School

Substance Misuse Policy



Approved by Governors – Full Governing Body 19 September 2024

Review date – by September 2027

Aims of this policy:

The purpose of this policy is to:

- Clarify the legal requirements and responsibilities of the school,
- Reinforce and safeguard the health and safety of all staff, pupils, governors, parents/carers, external agencies, and the wider community
- Clarify the school's approach to alcohol and drugs for all staff, pupils, governors, parents/carers, external agencies, and the wider community
- Enable staff to manage drugs, alcohol and illegal substances on the school premises, and any incidents involving such that may occur, with confidence and consistency, and in the best interests of those involved
- Ensure that the response to incidents involving drugs, alcohol and illegal substances compliments the overall approach to drug education and the values and ethos of the school

The policy is written with reference to the Department for Education advice and guidance: DfE and ACPO drug advice for schools (DfE-00001- 2012).

Definition

The United Nations Office on Drugs and Crime defines a drug as: "A substance people take to change the way they feel, think or behave"

This definition has been adopted by the Home Office and is the definition that applies within this policy, and which therefore covers:

All illegal drugs (those controlled by the Misuse of Drugs Act 1971) All legal drugs, including alcohol, tobacco, volatile substances, ketamine, khat and alkyl nitrates All legal medicinal drugs (including 'over-the-counter' and prescription medicines)

The school's viewpoint towards drugs, alcohol, and substance misuse

Upham Primary School is committed to providing a safe and positive working environment for our staff and to promoting health, safety and wellbeing of all staff and students.

Staff

We recognise that situations may arise when a member of staff may misuse alcohol and substances which impacts on their health, work performance and behaviours. The school complies with the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations, Misuse of Drugs Act 1971 and other relevant legal responsibilities.

Whilst this policy sets out a supportive and constructive framework to deal with any staff-related issues, there may be occasions when it is necessary to use the Disciplinary procedures as set out in the Hampshire County Council's Guide on Managing Substance Misuse

Students

Our School is a drug, alcohol and illegal substance free zone and has a zero-tolerance approach to any of these on the school site. Possession or use of any illegal drugs or alcohol or any drug paraphernalia is not tolerated in our school; neither is any drug related behaviour which may damage the learning environment or endanger others in our community. The consequences of such conduct will be determined by the Headteacher and the Governing Body.

This policy applies from the time the pupil starts from home to travel to school until they arrive home after school and covers all school-related events and visits. When the welfare of other pupils and staff is compromised, this jurisdiction may also cover actions taken by pupils when they are not at school or a school related event.

While under the school's jurisdiction, no student may at any time be in possession of a classified drug, alcohol, tobacco or other substance or paraphernalia which may be similarly abused.

Role of the Headteacher and Governors

The Governing Body has overall responsibility for the policy and its implementation. This responsibility is devolved to the Headteacher who is responsible for liaising with the governing body, parents/carers and appropriate outside agencies and for the appointment of those staff within the school, who have responsibility for handling the implementation of the policy. The Headteacher will ensure that all staff dealing with substance issues are adequately supported and trained.

Management of incidents

We recognise that a pupil who is abusing drugs needs support. We would therefore hope that, in most circumstances, the school and parents/carers can work together to support the young person involved, counselling through the school nursing service or appropriate organisation maybe offered.

If a substance/equipment is found, which is suspected of being harmful, illegal, pertaining to the taking or possession of a harmful substance or deserving further investigation, it must be removed to the school office at the earliest possible opportunity and the Headteacher / Designated Safeguarding Lead/s informed.

- In all cases there should be a second adult witness present and a written record of the find and subsequent actions made.
- Any container, package or wrapper should not be opened. Surgical gloves should be worn when handling loose powder or tablets
- Samples should be sealed in a plastic bag and labelled with details of the date and time of the find and witness present.
- Needles or syringes should be placed in a rigid container
- All samples and paraphernalia should be stored in a secure lockable location.
- If a pupil is suspected of being in possession of a drug, then they should be persuaded to voluntarily hand over the substance.

- Staff may carry out personal searches or searches of school and pupils' property.
- Notify the police without delay. If the police have reasonable grounds to suspect illegal drug use, then they can conduct a search. They can confiscate items which will be returned to the parents if they are not required as part of the investigation. Inform pupil's parent/guardian of any findings/action taken.
- Parents/carers under the influence of drugs on school premises will be spoken to by the Headteacher or Deputy Headteacher. The school will follow the procedures set out in this policy. This will include protocols for assessing the pupil's welfare and support needs and when and how to involve other sources of support for the child such as Children's Services, services commissioned by the Drug and Alcohol Action Teams (DAAT) programmes and, where appropriate, the family.
- Drug use in school hours and on school trips by staff is not tolerated and will lead to disciplinary proceedings
- Consideration will be given to Upham Primary Schools Safeguarding, Child Protection and Management of behaviour policies

Searching and Confiscation Under the Education and Inspections Act (2006)

The Headteacher and authorised staff have a statutory power to search a pupil or pupils or their possessions, without consent, where we have reasonable grounds for suspecting that the student may have a prohibited item. Full details on searching and confiscation are found in the behaviour policy. Prohibited items include: alcohol, illegal drugs, legal highs tobacco, e-cigarettes, cigarette papers and matches

Any student found to be in breach of any aspect of this policy will have the offending articles confiscated.

Any item confiscated that is illegal or the member of staff reasonably suspects has been or is likely to be used: to commit an offence to cause personal injury to or damage to the property of any person (including the student) will be surrendered to the police.

For regulations regarding searching and confiscation within schools, please refer to the DfE guidance at:

<http://www.education.gov.uk/aboutdfe/advice/f0076897/screening-searching-and-confiscation>.

Disciplinary Action

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

Exclusion will not be the automatic response to a drug incident and permanent exclusion will only be used in serious cases. More detail on excluding pupils can be found in the DfE Exclusion Guidance, which is included in the School Exclusion Policy.

Drug use can be a symptom of other problems and the school would involve or refer pupils to other services when needed.

Early Intervention and Drug Education

Schools can have a key role in identifying pupils at risk of drug or substance misuse.

To ensure the health and welfare of the school community the school aims to:

- Ensure that children develop an awareness of the dangers to health of smoking and passive smoking
- Give the clear message that non-smoking is the norm
- Provide non-smoking role models
- Ensure that children understand the positive and negative aspects of drugs and about the dangers of misuse

The school will:

- Teach about drugs including tobacco and alcohol at an age-appropriate level
- Provide drug education as appropriate throughout the children's school life.
- Enable all members of the school community to respond appropriately to a drug related incident
- Help pupils equip themselves with the knowledge, attitudes, and skills they need to avoid the misuse of drugs
- Ensure that parents are aware of the school's policy towards drug education and drug related incidents.
- General drug education falls within the school's RSHE curriculum and within the curriculum maps which can be found on the school's website.

Other Organisations

There are many organisations who can provide advice and support for the various forms of substance misuse that can occur. These can be accessed by searching in an internet search engine.

In addition, the following organisation may be helpful:

Hampshire 24/7 - Catch 22

A county-wide specialist treatment service offering targeted, specialist, and family support for children and young people effected by substance misuse. We offer free and confidential advice and support for young people aged up to 25.

<https://www.catch-22.org.uk/services/hampshire-247-substance-misuse-support/>

Parental Support by NSPCC

<https://www.nspcc.org.uk/keeping-children-safe/support-for-parents/alcohol-drugs-parenting/>

YoungMinds - youth mental health service with a range of help and advice
www.youngminds.org.uk

Talk to Frank – www.talktofrank.com. National awareness campaign, news and articles related to drugs

Alcohol – Drinkline www.drinkaware.co.uk