



Cranbury College Drug Policy

Inclusive definition of drugs

Cranbury College defines a drug as a substance which, when taken into the body, changes the way we feel, the way we perceive things, and the way our body works. This definition includes illegal substances and also legal substances such as alcohol, tobacco, solvents, legal highs, e-cigarettes and medicines.

Rationale

It is the aim of Cranbury College to help all pupils to be able to take their place safely in a world where a wide range of substance misuse exists. We recognise that some drugs have beneficial effects, but also that drugs have the potential to harm and leave people in a vulnerable state. For this reason, any drug misuse needs appropriate and responsible care and management. In order to be able to make informed choices, staff and pupils need to understand the nature of drugs, their social and legal status, their uses and effects.

Aims:

- To support the College's endeavour to maintain the safety and well-being of all pupils, staff and visitors
- To clarify legal responsibilities, entitlements and obligations
- To support all the members of the College community by providing clear guidance and procedures on drug and alcohol related issues to ensure clarity and consistency
- To develop a whole College approach to drug education in the context of the College curriculum

Key roles and responsibilities

The Head Teacher is responsible for drug related issues within the College.

Drug Education

- **Context**
We will provide all pupils with drug education as an integral part of our Personal, Social and Health Education (PSHE) and Citizenship programme
- **Ethos**
Drug education in the College aims to enable pupils to make healthy informed choices by increasing their knowledge, exploring a range of attitudes towards drug use and developing and practicing decision making skills. The programme we follow will be based on national and local guidelines for good practice and are appropriate to the age and experience of our pupils.
- **Content and delivery**
Teaching will be based on an understanding that a variety of approaches should be used in order to meet the differing needs and learning styles of

pupils. It is recognised that active or participatory learning styles can be particularly helpful in developing skills, knowledge and values. Speakers from a variety of outside agencies will be invited to speak to pupils on this subject.

Managing drug related incidents: routine arrangements

- **Medicines**

The college has a policy/procedure for the administration of medicines that must be followed for everyone's safety. (See Medicines Policy 2014)

- **Alcohol**

Pupils are not allowed to bring alcohol on to the College site. Parents and visitors under the effects of alcohol will be asked to leave the premises and return at a later date for the safety of the whole college.

- **Tobacco**

The College is a no smoking site - indoors and outdoors, including school vehicles - at all times. Pupils are not permitted to bring to College smoking materials, including matches, lighters and e-cigarettes. In the interests of health and safety, should a pupil be found in possession of any of these on College premises, they will be confiscated.

- **Solvents**

The College will ensure that potentially hazardous substances are stored safely, and pupils will be supervised if it necessary that they come into contact with them in the course of their work. Pupils are not permitted to be in possession of solvent based products.

- **Illegal drugs**

No illegal drugs are permitted to be brought on to, or used on College premises.

- **Legal Highs**

No legal highs are permitted to be brought on to, or used on College premises.

Incidents

A drug related incident may include any of the following:

- A pupil who is suspected of being under the influence of any type of drug.
- Finding drugs or related paraphernalia on College premises
- Possession of drugs by an individual on College premises
- Use of drugs by an individual on College premises
- Supply of drugs on College premises
- Individuals disclosing information about their drug use
- Rumours of drug possession, supply or drug use
- Reports of drug possession, supply or drug use

Guiding principles

- A designated member of staff is 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 be reported to the Head Teacher.
- Appropriate support will be offered to those with drug misuse problems
- Evidence of drug use or possession may result in exclusion
- The College will always seek to respond appropriately to each individual case by selecting from a range of possible responses, that which is most appropriate.

Procedures

- **Medical emergencies**
If an individual is unconscious, is having trouble breathing, is seriously confused or disorientated, has taken a harmful toxic substance or is otherwise at immediate risk of immediate harm medical help will be sought and first aid given if required. The priority will be the pupil's safety.
- **Individuals in possession of drugs**
Search Procedures - Staff may search pupils when authorised by the Head Teacher.
 - Two members of staff need to be present; male on male, female on female. At least one staff member needs to have written permission from the Head Teacher that permission has been given to search at any point necessary (This is the law under Section 5-50)
 - It is recommended that where possible CCTV could be used to refer back to during the search
 - Searching includes - outer clothing, bags, shoes, gloves, but not hats
 - Staff are allowed to use reasonable force, but if refusal to comply then the Police must be phoned to assist you. The Police are not allowed to search pupils on College premises.
 - If any drugs are found, staff must log the seizure, including quantity. This must be witnessed by another person. The contents should be locked in a safe and the Police phoned immediately so they can collect otherwise it will be classed as possession; all seized items must be itemised and locked away until the Police can come and collect them

Level 1 - With no proof of actual drug use/handling (i.e. *possible verbal hand over from one pupil about another*)

- 1:1 with the pupil to assess medical state. If deemed medically unfit, call for a first aider and go to level 2; if the pupil is to stay in school he/she must be monitored every 30 minutes
- 1:1 to take a statement to identify if times and location fit with handed over information and check cameras where possible
- Alert parents to actions and outcomes; including any decision to keep their child in College for the remainder of the day
- Chronology/risk assessment of outcome to be updated if required
- Update agencies working with parents/family
- Incident sheet logged
- In the case of a Drugs search - (if drugs are found on their person go to level 3)

Level 2 - Suspected use /possibly physically obvious.

- Medical assessment (as before; first aider and possible level 3)
- Parents informed immediately and asked to come and collect their child if medically unfit
- SOURCE informed
- Update chronology, risk assessment and all agencies working with family/child
- Safe-Guarding form written
- Meeting arranged with parents to access support needed
- Drugsearch - (bags, coats, turn out their pockets and take off shoes. NO HATS - two members of staff needed in a camera supported area, if drugs found level 3)

Level 3 - Definite drug use and/or drugs on their person.

- First aider and ambulance
- Police
- Phone Parent - as above
- Safe-Guarding Form and all relevant Cranbury College documents completed
- Children's Services referral
- Alert to agencies supporting child/family
- Meeting arranged with SLT/Parent and child
- FTE by arrangement of SLT

Confidentiality

Complete secrecy can never be promised to a pupil, though information given in confidence will only be disclosed to anyone else in the interests of Child Protection. If a pupil discloses that they are using a drug without medical authorisation, action will be taken to ensure that the pupil comes to no serious harm if this is considered a significant risk. Staff have a commitment to inform the pupil in advance of any disclosure of information to others and if possible enable the pupil to be involved in the process. Staff are committed to protect a young person's anonymity where their disclosure may implicate others. Regarding disclosures staff need to carefully define and communicate the boundaries of confidentiality offered.

Staff training and support

We recognise the need for staff to receive appropriate training to support their work in delivering the school programme of drug education and dealing appropriately with incidents should they arise. The College drugs coordinator or other appropriate member of staff, will organise training related to the identified needs of staff as required.

Reviewed by Management Committee: July 2015