



Drug Guidance

Author	E Cruise / O Benzie	Source	The Key
Approved By	ESPC	Status	Non Statutory
Last Review	June 2024	Next Review	June 2026

Details of Policy Updates

Date	Details
18/01/2018	Reviewed and updated to reflect current guidance/guidelines
01/03/2020	Additional information about confiscation of substances
15/02/2021	Establishment name and roles updated
15/02/2021	Updated MIS provider
01/07/2024	Updated with relevant guidance

Development Process:

This guidance was drawn up based on information from The DfE and ACPO drug advice for schools (2012) and The Key.

It was discussed with The School Council.

Advice was taken from the PSHE Leads.

Location and dissemination:

This guidance has been distributed to all staff and parents via the Trust website.

The guidance can be found on the z: drive.

The purpose of the guidance:

- Clarify the legal requirements and responsibilities of the schools.
- Reinforce and safeguard the health and safety of the pupils and others who use the schools.
- Clarify the schools' approach to drugs for all staff, pupils, board members, parents/carers, external agencies and the wider community.
- Give guidance on developing and implementing and monitoring the drug education programme.
- Enable staff to manage drugs on schools' premises and any incidents that occur with confidence and consistency, and in the best interests of those involved.
- Ensure that the response to incidents involving drugs compliments the overall approach to drug education and the values and ethos of the Trust.
- Respond to any individual within the school community in need of support.
- Provide a basis for evaluating the effectiveness of the school drug education programme, and the management of incidents involving illegal and unauthorised drugs.
- Reinforce the role of the school in contributing to local and national strategies.
- To establish an atmosphere/environment/situation in which the school is free from the misuse of any drugs.

Local and National guidance:

This guidance has been written in consultation with the following guidance:

- DfE and ACPO drug advice for schools. (Sept 2012)
- Drugs Strategy (2010)
- Searching, screening and confiscation advice (Jan 2018)
- Bristol – Drugs Guidance for Schools 2007
- National Healthy Schools Standard 2006

- When to call the police, guidance for schools and colleges

This guidance applies to students. A separate policy applies to staff (Staff Code of Conduct)

Staff responsible for co-ordinating drug issues are the Designated Safeguarding Team.

All SLT and The Hub Team are authorised to carry out searches. Other staff can be authorised at the discretion of the Head.

DEFINITION – What is a drug?

A drug is ‘a substance people take to change the way they feel, think or behave’.

This guidance covers a range of drugs including medicines, volatile substances, alcohol, tobacco, legal and illegal drugs, as well as “legal highs” and other unauthorised substances. Legal and prescribed drugs will be dealt with according to the Administration of Medicines Policy.

Illegal and unauthorised drugs are not acceptable at any North Star Academy Trust School. Setting, or Organised Activity.

The first concern in managing drugs is the Health and Safety of the school community and meeting the pastoral needs of the students.

North Star Academy Trust Schools are committed to the health and safety of everyone here and we will work together with parents and the local community to enable pupils to make healthy, informed choices and discourage the misuse of drugs.

DRUG EDUCATION

Drug Education is a major component of drug prevention. Drug prevention aims to minimise the number of young people engaged in drug use, delay the age of onset of first use, reduce the harm caused by drugs and enable those who have concerns about drugs to seek help.

Aims

The aim of our Drug Education programme is to enable all our pupils to make healthy, informed choices by increasing their knowledge, exploring a range of attitudes about drug use and developing and practising their decision making skills.

Content

The programme we follow will be based on national guidelines provided by the DfE and will be sensitive to the age and experience of our pupils. It will be delivered through Personal, Social and Health Education and interventions.

Methodology and Resources:

Teaching will be based on an understanding that a variety of interactive and participatory teaching methods will be used to ensure all pupils are fully involved. Resources used for teaching drug education can be viewed on request.

Staff training and support:

As part of staff induction and on-going CPD provision we will contact the LA Drug Education Consultant for details of training programmes, including in-school training opportunities. These are part of CPD for pastoral support staff and PSHE leads. For relevant staff, this guidance will be included in their Staff Induction.

Outside agencies:

Outside agencies may at times be used to complement the Drug Education programme following the LA guidelines for 'Working with Visitors in Schools'. The schools works with a number of Drugs Counsellors including Bristol Drugs Project and CAMHS substance misuse service. Up-to-date information regarding drugs can be found on www.talktofrank.com

MONITORING AND EVALUATION

Monitoring and evaluation of our Drug Education programme will be carried out on a regular basis by the Quality of Education and Deep Dive Process.

Parents

We will share responsibility for the education of pupils with parents, who will be kept informed and involved through newsletters and individual discussions where appropriate.

RATIONALE

Current research indicates that drug use, both legal and illegal has risen amongst young people. As part of the school's care and welfare of its pupils, we believe we have a duty to inform and educate young people about drug use. Drugs are a reality in young people's lives. Schools share responsibility with parents and the community to educate pupils about the risks and consequences of drug use and misuse and to encourage them to make healthy, informed choices by increasing knowledge, challenging attitudes and practising skills. We also believe that the misuse of any drugs by members of the school community cannot be condoned and will be dealt with consistently and clearly with regard to the needs of the school and the individuals concerned.

North Star Academy Trust Schools operate a zero-tolerance policy to the use of illegal and unauthorised substances on the school site or during the school day.

Fundamental to the school's values and practise is the principle of sharing the responsibility for the education of young people with parents, keeping them informed and involved at all times. Effective communication and co-operation is essential to the successful implementation of this guidance.

MANAGEMENT OF DRUG-RELATED INCIDENTS

A designated member of staff will be responsible for co-ordinating the management of drug-related incidents, offering sources of support for individuals and families and liaising with outside agencies.

The designated member of staff is Ollie Benzie.

PROCEDURES

Medicines:

See school policy on administration of medicines.

Tobacco:

Both schools are smoke free sites.

E-cigarettes:

These are not allowed in school. Their use will be dealt with in the same way as tobacco items.

Alcohol:

No alcohol will be consumed during the course of a normal school day.

Volatile Substances:

The school will ensure that potentially harmful substances are stored safely and pupils supervised carefully in the event of them having to be used in the course of their work. The use of aerosols will be discouraged because of the potential risks to people with asthma or other bronchial problems.

Illegal Substances:

No illegal substances should be brought to school or used on the school premises.

DEALING WITH DRUG-RELATED INCIDENTS

This Trust believes we should be a drug-free community.

The possession, use and supply of illegal and other unauthorised drugs within schools' boundaries is unacceptable and will be regarded with the utmost seriousness.

Each case will be assessed and different levels of response will be applied, according to the seriousness of the incident and the pupil involvement.

Responses up to, and including, permanent exclusion will be applied to:

- possession of any drug with the suspected intention to misuse
- misuse of drugs on the school premises
- supply/dealing drugs for the purpose of misuse

by any member of the school community on the school premises or while on school trips and visits.

Disciplinary action will be taken against any staff involved in any of the activities mentioned above.

Police Involvement:

The school will inform the police of any member of the school community found to be in possession of drugs, in accordance with 'When To Call The Police, Guidance for Schools and Colleges'.

Recording Incidents:

All drug-related incidents will be recorded on the CPOMS and Arbor if necessary. The incident should also be logged with the Local Authority services where appropriate.

Information Sharing and liaison with other agencies:

Information will be shared with other professionals as relevant in order to safeguard the students.

Sensitive information is only disclosed with careful attention to pupil's rights and needs.

If a child is considered to be at threat due to drug misuse by parents / carers, then safeguarding procedures will be followed.

The school will work with other agencies in order to provide appropriate education and in order to access appropriate support in order to safeguard the student.

Advice and Support for parents:

Information about local drugs and support services will be provided for pupils and parents, but staff at the school will not give individual advice to pupils about their personal drug use. All young people can be referred to **Bristol Early Help** (0117 903 6444) for advice, information, support and counselling or to Bristol Drugs Project. (0117 987 6000).

Young Persons Substance Advice Service, North Somerset - [01275 888 360](tel:01275 888 360)

Bath and North East Somerset Drug and Alcohol Service - [01225 329411](tel:01225 329411)

Searching, screening and confiscation:

This is based on information in the DfE publication: "Searching, screening and confiscation advice (Jan. 2018)"

- School staff can search a pupil for any item if the pupil agrees.
- Head Teachers and staff authorised by them have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item. Prohibited items are:
 - knives or weapons
 - alcohol
 - illegal drugs
 - stolen items
 - tobacco and cigarette papers
 - fireworks
 - pornographic images
 - any article that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, or
 - to cause personal injury to, or damage to the property of, any person (including the pupil).
- Under article 8 of the European Convention on Human Rights pupils have a right to respect for their private life. In the context of these particular powers, this means that pupils have the right to expect a reasonable level of personal privacy.
- The right under Article 8 is not absolute, it can be interfered with but any interference with this right by a school (or any public body) must be justified and proportionate.
- The powers to search in the Education Act 1996 are compatible with Article 8. A school exercising those powers lawfully should have no difficulty in demonstrating that it has also acted in accordance with Article 8. This advice will assist schools in deciding how to exercise the searching powers in a lawful way.
- Teachers can only undertake a search without consent if they have reasonable grounds for suspecting that a pupil may have in his or her possession a prohibited item. The teacher must decide in each particular case what constitutes reasonable grounds for suspicion. For example, they may have heard other pupils talking about the item or they might notice a pupil behaving in a way that causes them to be suspicious.
- In the exceptional circumstances when it is necessary to conduct a search of a pupil of the opposite sex or in the absence of a witness, the member of staff conducting the

search should bear in mind that a pupil's expectation of privacy increases as they get older.

- The powers allow school staff to search regardless of whether the pupil is found after the search to have that item. This includes circumstances where staff suspect a pupil of having items such as illegal drugs or stolen property which are later found not to be illegal or stolen.

Confiscation

- School staff can seize any prohibited item found as a result of a search. They can also seize any item, however found, which they consider harmful or detrimental to school discipline.
- Where a person conducting a search finds alcohol, they may retain or dispose of it. This means that schools can dispose of **alcohol** as they think appropriate but this should not include returning it to the pupil.
- Where they find **controlled drugs**, these must be delivered to the police as soon as possible. A 101 police log should be completed and the drugs stored in a safe location until they are collected by the Police.
- Where the person finds other substances which are not believed to be controlled drugs these can be confiscated where a teacher believes them to be harmful or detrimental to good order and discipline. This would include new psychoactive substances or 'legal highs'. If school staff are unable to identify the legal status of a drug, it should be treated as a controlled drug.
- School can also search lockers and bags belonging to students.

In taking temporary possession and disposing of suspected controlled drugs schools are advised to:

- ensure that a second adult witness is present throughout;
- seal the sample in a plastic bag and include details of the date and time of the seizure/find and witness present;
- store it in a secure location, such as a safe or other lockable container with access limited to senior members of staff;
- notify the police without delay, who will collect it and then store or dispose of it in line with locally agreed protocols.
- The law does not require a school to divulge to the police the name of the pupil from whom the drugs were taken but it is advisable to do so;
- record full details of the incident, including the police incident reference number; inform parents/carers, unless this is not in the best interests of the pupil;
- identify any safeguarding concerns and develop a support and disciplinary response

Telling parents and dealing with complaints

- Schools are not required to inform parents before a search takes place or to seek their consent to search their child.
- There is no legal requirement to make or keep a record of a search.
- Schools should inform the individual pupil's parents or guardians where alcohol, illegal drugs or potentially harmful substances are found, though there is no legal requirement to do so.
- Complaints about screening or searching should be dealt with through the normal school complaints procedure.

Staff Conduct and drugs:

Issues relating to staff conduct and drugs will be managed using the Trusts "Code of Conduct".

REVIEW

A review of this guidance will be carried out every two years.

The Misuse of Drugs Act 1971 (amended January 2007)

	Class A	Class B	Class C
<i>Principal drugs included*</i>	<ul style="list-style-type: none"> • Opium • Heroin/Methadone • Cocaine/Crack Cocaine • LSD • Ecstasy • Magic Mushrooms • Class B drugs prepared for injection • Methamphetamine 	<ul style="list-style-type: none"> • Amphetamines • Barbiturates • Codeine • Ritalin 	<ul style="list-style-type: none"> • Cannabis Resin • Cannabis Herb • Anabolic Steroids • Benzodiazepines (minor tranquillisers eg temazepam) • GHB (gamma-hydroxy butyrate) • Some stimulant, anti-depressant and anti-obesity medicines • Ketamine
<i>Maximum penalty for possession</i>	7 years and/or a fine	5 years and/or a fine	2 years and/or a fine
<i>Maximum penalty for trafficking supply or production</i>	Life imprisonment and a fine	14 years and/or a fine	14 years and/or a fine