BRIGHTON GIRLS

Brighton Girls
Drugs, Alcohol and Tobacco Policy
September 2019

1. Introduction

Drug misuse is a threat to individuals, families and the wider community. Brighton Girls recognises the role that we have to play in helping to prevent the misuse of drugs, including alcohol.

In our school we have a responsibility to provide an effective programme of drug education, and to take steps to promote the health, safety and well-being of our pupils.

Involvement with Drugs and alcohol can be so damaging that regardless of where drug-related incidents take place, it may be that a detrimental impact will be felt within the school community.

2. Scope

This policy applies to pupils at all times on school premises, and in school related activities including sporting events, educational visits, and clubs. It also applies when pupils are identifiable e.g. travelling to and from school, in the vicinity of the school, and otherwise in school uniform.

This policy may also apply entirely outside of the school context, where it is likely that there will be an impact on the welfare of members of the school community, or on the ethos of the school.

3. School aims

- To create an environment which engenders safety and well-being for all members of the school community;
- Through education to enable our young people to make informed, healthy choices by understanding the nature of drugs, their social and legal status, the implications of committing a criminal offence, and the potential harm to both the individual and society as a whole;
- To give pupils an opportunity to debate the issues concerning their use and abuse through the curriculum, Well-Being lessons and, where appropriate, visits by outside speakers;
- To provide clear procedures and guidance to support school staff in dealing with any drug-related incidents;

- To keep drugs out of school and prevent drug (including alcohol) misuse by means of education, detection of those involved with drugs, the imposition of strong disciplinary sanctions, coupled with the provision of appropriate support and pastoral care;
- To encourage an environment in which pupils feel able to discuss anxieties relating to drugs, able to make disclosures and seek help, and in which information is provided to pupils to ensure they are aware of available sources of support;
- To ensure a recognition that drug-related issues may also involve safeguarding concerns, and appropriate safeguarding procedures will be followed; and
- To work in partnership with parents, the school community and other agencies, including the police, in relation to the above aims.

4. Definitions

Drugs are defined by the Department for Education (DfE) as:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971);
- All legal drugs, including alcohol, tobacco, volatile substances (those giving off a gas or vapour which can be inhaled), ketamine, khat and alkyl nitrites (known as poppers); and
- All over-the-counter and prescription medicines.

Legal highs: New psychoactive substances (NPS) or 'legal highs' are substances designed to mimic the effect of illegal drugs but are structurally different to avoid being classified as illegal substances. For the avoidance of doubt GDST recognises legal highs as drugs.

Drug-related incident: Any issue relating to drugs being (or potentially being) used, bought, sold, distributed, promoted, or held, either on or off school premises, including any disclosure, suspicion or allegation relating to drugs.

5. Alcohol use

Sixth form pupils may be permitted to drink small quantities of alcohol on school trips with parental permission. This would be under the supervision of staff. Drinking to excess will not be permitted or tolerated. Staff are reminded that they are responsible for pupils' consumption.

6. Over-the-counter and prescription medicines

Where a pupil has medicine for a legitimate medical purpose, the GDST Administration of Medicines Protocol must be followed, together with the school's procedures relating to the administration of medicines.

7. Key Staff

Wendy Fox has lead responsibility for any drug related incidents, and Nicci latter and Nicki Scotcher are the deputies. She is responsible for liaising with local police and other support services as appropriate.

8. Procedures

a. Medical Emergencies: Firstly consider if there is any medical emergency. The safety of the individual and those around them is paramount. The utmost priority in any drug related situation must be on safety, and any medical emergencies should be met immediately with first aid, and summoning appropriate help, before addressing the wider issues.

Anyone who is unconscious, having trouble breathing, confused, or disorientated, or who has taken a potentially harmful substance / may be under the influence of a drug, should be responded to as an emergency. If there is any doubt, medical assistance should be immediately obtained.

b. Report: The incident must be reported to the staff member responsible for dealing with drug-related incidents (see above) as soon as possible. At this stage the school may wish to consider contacting the pupil's parents if it was felt to be beneficial and would not prejudice an investigation.

c. Investigation: The school should carry out an appropriate investigation into the drug-related incident under the exclusions policy. In addition to questioning relevant individuals, this may involve issues of searching, confiscation, and potentially the use of reasonable force (see section 11)

d. Disciplinary sanction: Following the investigation, the school should consider what disciplinary sanction is appropriate in the circumstances, and agree this with the appropriate senior leaders in accordance with the school's behaviour and discipline policy and procedures. Parents will be informed of any disciplinary sanction.

e. Safeguarding: If there is a safeguarding issue, the safeguarding policy should also be followed.

f. Confiscation: A decision should be made as to what to do with drugs (and any other prohibited items) found, with reference to the relevant guidance. Confiscated items should be stored in sealed bags, labelled with date, time, member of staff's name dealing with the incident, and locked in the school safe.

g. Report to police / referral other authorities or support services

h. Record of incident: a written record of the incident should be completed as soon as possible, signed by the relevant staff.

9. Record Keeping

A report should be written up as soon as possible after the event, and signed and dated by all staff present. If the record includes any safeguarding information, then this should be held on a separate confidential file. Regard should also be had to the guidance on confidentiality, information sharing and consent, set out in the GDST safeguarding procedures. See Appendix A for a Drugs Report Form

10. Disciplinary Sanctions

Drug related incidents will be dealt with in accordance with the GDST exclusions policy.

Anyone involved in the **supply or distribution** of drugs on or off school grounds should expect to be permanently excluded.

Anyone **using or in possession of** drugs on or off school grounds should expect to be excluded in some form.

Any suspected criminal offence is likely to be referred to the police.

There may be exceptional circumstances in which the normal disciplinary sanctions would not be appropriate.

11. Searching pupils for drugs, alcohol and tobacco

Any member of school staff can, in appropriate circumstances, search pupils for **any item with their consent**.

Heads and authorised staff are entitled to carry out searches of pupils and their property (including bags, pockets, desks and lockers) **without consent**, where there are reasonable grounds for suspecting 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)
- any item banned by the school rules which has been identified in the rules as an item which may be searched for.

Prohibited items may be confiscated, disposed of, or handed to the police.

12. Drug testing

Random drugs testing (in accordance with the GDST Drug Testing Protocol for Pupils), may be put in place in exceptional circumstances.

13. Local Sources of Support

Patched	0800 085 4450
Oasis	01273 696970
RU-OK	www.ruokservice.co.uk
CRI	www.cri.org.uk
Talk To Frank	www.talktofrank.com
	0300 123 6600

14. Linked Policies

This policy should be read in conjunction with:

Behaviour and discipline

Safeguarding

Exclusions

Educational visits

Administration of medicines

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GDST drug testing protocol for pupils.

September 2019

Appendix A

Brighton Girls
Record of drugs related incident

Date / Time	
Name	
Location	
Person/Property Searched	Include any specifics, such as if the pupil was asked to remove their coat.
Person conducting search	Include if possible in the note that this person is authorised. e.g. X, authorised by the Head.
Other staff in attendance	
Reason for search	e.g. X overheard Y telling Z that ..
Consent	Give details of any consent / what was explained if any concern regarding informed consent

Outcome of search	What was found (even if nothing), what was done with any items found.
Follow up actions	• Note if the police are being informed • Note if parents are being informed • Action being taken under the Behaviour/Discipline Policy • Items being disposed of / given to police / parents • Any pastoral or other support

Signed	
Dated	