

JOHN TAYLOR MULTI ACADEMY TRUST



Drugs Policy

Reviewed: September 2019
LGB procedures: Yes

This policy is under continuous review by the Senior Leadership Teams and the MAT Board because of the changing drugs scene, both nationally and locally.

The JTMAT policy is constructed in the light of the information shown in Appendix A.

Each JTMAT school will have a member of the Senior Leadership Team who will be the lead for drugs.

1.0 Rationale:

1.1 JTMAT schools want their pupils to be able to take their place safely in a world where a wide range of drugs exists. We recognise that some drugs have beneficial medicinal effects, but also that every drug has potential harm. For this reason, all drugs need 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.

1.2 As part of the statutory duty of each JTMAT school to promote pupils' wellbeing, schools have a clear role to play in preventing drug misuse as part of their pastoral responsibilities. To support this, the Government's Drug Strategy 2010 ensures that school staff have the information, advice and power to:

- Provide accurate information on drugs and alcohol through education and targeted information, including via the FRANK service;
- Tackle problem behaviour in schools, with wider powers of search and confiscation;
- Work with local voluntary organisations, health partners, the police, and others, to prevent drug or alcohol misuse.

1.3 JTMAT Schools have a safeguarding duty, in respect of all of its pupils, regarding safe and appropriate use of drugs as per the Keeping Children Safe in Education statutory guidance. The school will share relevant data to the Local Authority and other relevant professionals as required. Please read this policy alongside the school's Behaviour, Health and Safety, Supporting Pupils with Medical Conditions, and Safeguarding policies.

1.4 This policy has been written with reference to national and LA guidelines and been informed by relevant research data.

2.0 Aims:

2.1 To acknowledge and clarify the school's role in drug prevention and drug education and ensure it is appropriate to pupils' needs. This policy will provide information about procedures in response to any drug-related incident and provide guidance to teachers, support staff and outside visitors.

2.2 To have clear procedures for responding to drug-related incidents, consistent with the school's behaviour policy.

2.3 To ensure that each JTMAT school takes a whole school approach on the issue of drugs; as part of its commitment to being a healthy school.

3.0 Drugs on JTMAT School Premises:

3.1 The legal definition of premises of a school includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles, boats, marquees or any venue managed by the school at the time e.g. premises of a school trip or visit.

3.2 Definition of a drug:

A drug is a substance that affects the way in which the body functions physically, emotionally or mentally. This definition includes illegal substances and also legal substances such as: alcohol & tobacco, volatile substances, over the counter & prescription medicines.

Medicines Each JTMAT school has a policy/procedure for the administration of medicines that must be followed for everyone's safety. Please refer to the 'Supporting Pupils with Medical Conditions Policy' for more specific information.

Alcohol No alcohol will be consumed during the course of a normal school day. Pupils 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 school. Parents will be asked to collect their children and consequences will be issued in line with the school's behaviour policy.

Smoking All JTMAT schools are non-smoking sites, at all times. Pupils are not permitted to bring to school smoking materials, including matches, lighters, or electronic devices. In the interests of health and safety, should a pupil be found in possession of any of these on school premises, they will be confiscated and parents requested to collect the items. Should the items not be collected by a specified date then the JTMAT school will dispose of the item or items appropriately. Consequences will be issued in line with the school's behaviour policy.

Illegal drugs No illegal drugs are allowed to be brought on to, or used on a JTMAT school premises.

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

New Psychoactive Substances (NPSs or 'legal highs') JTMAT schools do not allow NSPs on site. These are now either under the control of the Misuse of Drugs Act 1971 or subject to the Psychoactive Substances Act 2016 (PS Act) and as such, have no place in a school setting.

4.0 The Management of Drug Related Incidents

4.1 JTMAT Schools are committed to tackling drug misuse among pupils. Instances of possession, use, or supply of drugs, on school premises will be regarded with utmost seriousness and, depending upon particular circumstances, **will lead to permanent exclusion from the school.**

In managing any incidents, the following tenets must apply:

- The welfare of all the pupils in the school is paramount
- Parent/Guardian involvement is necessary
- The requirements of the Law and school policy will be upheld

4.2 Responses to drug related incidents:

A drug incident may be any of the following:

- Finding drugs, or related paraphernalia, on school premises;
- Possession of drugs by an individual on school premises;
- Use of drugs by an individual on school premises;
- Supply of drugs on school premises;
- Individuals disclosing information about their drug use;
- Rumours of parents, staff or pupils using drugs; or,
- Reports of parents, staff or pupils using drugs.

4.3 Where there is a possibility that a pupil may have drugs in their possession, staff at a JTMAT school, under the general power to discipline, as set out in Section 9 of the Education and Inspections Act 2006, enabling a member of staff to confiscate, retain or dispose of a pupil's property as a disciplinary penalty, where reasonable to do so.

As laid out in [Searching, screening and confiscation](#) advice from the DfE, staff at a JTMAT school have the right to search a pupil for any item should the pupil consent. Staff will take in to consideration the child's ability to give consent, taking into consideration their age, alongside other factors such as SEN.

When conducting a search JTMAT school staff will respect the privacy of the pupil, as set out under article 8 of the European Convention on Human rights, unless there is the potential of a significant risk to themselves or others. Should that be deemed the case, JTMAT school staff will make clear their reasons for doing so. The search will be done by a same sex member of staff where this is practicable, and with a witness present, unless there is a serious harm should the search not be undertaken immediately. In that situation the search can be conducted by the member of staff present and without a witness. The search can involve anything brought in or carried by the pupil, including outer items worn not including clothing worn next to the skin or immediately over underwear.

Should a pupil refuse to comply to the request of a search and there is not a risk of serious harm, the JTMAT school staff will deal with the pupil as per their disciplinary procedures. Should there be a concern regarding the potential of items in the pupils possession that are unlawful, the police may be contacted.

Where the member of staff 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 will be treated as a controlled drug, although the police may be called to support in that situation.

4.4 JTMAT school staff are not required to inform parents before a search takes place or to seek parental consent to search a pupil. Whilst there is no legal requirement to make or keep a record of a search, JTMAT staff will do so on a secure system.

4.5 JTMAT school staff will normally 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.

4.6 Complaints about searching should be dealt with through the normal school complaints procedure.

4.7 Complete secrecy can never be promised to a pupil, though information given in confidence will not generally be disclosed to anyone else. In particular, if a pupil chooses to disclose that they are using a drug without medical authorisation, this information will not be used against them. However, action will be taken to ensure the pupil comes to no serious harm if this is considered a risk. Regarding disclosures, staff need to carefully define and communicate the boundaries of confidentiality offered.

5.0 Legal Drugs

5.1 Staff at JTMAT schools will not normally involve the police for incidents involving legal drugs. However, staff may decide to inform trading standards or police about the inappropriate sale or supply of tobacco, alcohol or volatile substances to pupils in the local area.

5.2 NPSs, although labelled as legal, are not always safe to use and often contain controlled drugs making them illegal to possess. JTMAT schools will treat the possession of NPSs as unauthorised substances. If there is uncertainty about what the substance is, it should be treated as a controlled drug.

6.0 Controlled Drugs

6.1 In taking temporary possession and disposing of suspected controlled drugs JTMAT school staff will:

- 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.

6.2 If a pupil is suspected of being under the influence of drugs or alcohol on a JTMAT school premises, the staff will prioritise the safety of the young person and those around them. If necessary it will be dealt with as a medical emergency, administering First Aid and summoning appropriate support. Depending on the circumstances, parents or the police may need to be contacted. If the child is felt to be at risk the Safeguarding Policy will come into effect and social services may need to be contacted.

7.0 Early Intervention

7.1 Early intervention regarding drug miss-use can be provided through thorough drugs education that is age and developmentally appropriate. Each JTMAT school has a drugs education programme, as outlined in Appendix c.

8.0 Pupils whose parents/carers or family members misuse drugs

8.1 JTMAT school staff will be alert to behaviour which might indicate that the child is experiencing difficult home circumstances. Staff will all be pro-active in the early identification of children's and young people's needs and in safeguarding the children in their care. Where problems are observed or suspected, or if a child chooses to disclose that there are difficulties at home then advice will be sought as per the safeguarding policy.

School specific contextual notes or procedures will be available from each individual school within JTMAT. The procedures below are common practice in each JTMAT school.

Standard Procedures within each JTMAT School:

The Headteacher/Head of School will retain the responsibility for deciding how to respond to particular incidents involving illegal drugs. The Headteacher/Head of School will consider each incident individually and recognise that a variety of responses may be necessary. The implications of any action taken will be considered carefully.

The following has been provided and will contribute to, but not constrain, the Headteacher/Head of School's decision making.

Whether:

- the substance is known/admitted?
- the substance is legal? If not, into which category does it fall?
- there is any intention to supply to others?
- the quantity is such that it could only be for personal use by the possessor?
- the possessor has previous good conduct; or proven involvement in drug incidents in school?

Summary of responses available:

- Confiscation of the substance MUST take place.
- Parents asked to come in to school to discuss the incident.
- Inform the police of any relevant information
- Institute disciplinary procedures
- Offering counselling/initiation of intensive drug education programme
- Referral to Health Education Coordinator

Taking into consideration the above and the circumstances of each case the school will institute disciplinary proceedings within the context of

- Legal requirements
- Positive Behaviour Policy
- Exclusion from School: Education Service Procedures: Oct 2011

Accordingly, infringement of the school standards by involvement in a drug-related incident will be regarded as a serious breach of the school's behaviour policy. With such infringements, unless circumstances are truly exceptional, the school will seek to implement permanent exclusion – even for "one off" events. Revised guidance of Circular 10/99 Social Inclusion: pupil support indicates that permanent exclusion is normally appropriate for cases of drug dealing/supplying (including selling, offering and distributing to other pupils) even on the first occasion and for repeated instances of possession.

Suspected Drug Incidents

Are those involved unconscious?

YES

- Dial 999 ambulance
- Stay calm
- If not breathing start resuscitation
- If breathing, place in recovery position
- Loosen clothing
- Inform school nurse/trained first aider
- Collect evidence of what has been taken
- Teacher involved should seize and hold substance where appropriate (see guidance)
- Teacher involved must record incident and witnesses straight away. Incident must be referred to senior staff immediately

NO

- Ensure those involved do not wander off and do not have the opportunity to dispose of drugs
- Teacher can seize drugs if disposal by pupil likely (see guidance)
- Ensure belongings remain with pupil and are in sight
- Contact front of school for senior staff support
- Ensure they are escorted to the front of school as soon as possible
- Do not shout/threaten or attempt discussion about drug abuse

- Leadership team involvement
- Search takes place

Legal drugs found? E.g. alcohol, tobacco

- Pupil detained
- Call parents
- Call police if appropriate

Follow discipline procedure

Controlled drugs found?

- Pupil detained
- Call police
- Call parents

Follow discipline procedure

Report Outcome to JTMAT

APPENDIX A

The Government defines "Drug Misuse" as the non-medical use of drugs that are only intended for use in medical treatment, and the use of drugs that have no accepted medical purpose. Such drugs are controlled under the Misuse of Drugs Act 1971. (The Act does not cover solvent misuse).

Classification of Drugs

Class A	Class B	Class C
Heroin	Amphetamines	Benzodiazepines (Tranquillisers)
Cocaine (including Crack)	Barbiturates	GHB/GBL
LSD	Codeine	Ketamine
Methadone	Cannabis	Anabolic Steroids
Ecstasy (MDMA)	Cathinones (including mephedrone)	Benzylpiperazines (BZP)
Magic Mushrooms	Synthetic Cannabinoids	

The Government's overall drugs strategy focuses on illegal drugs only and a clear distinction must be maintained between illegal drugs and others, e.g. alcohol, Ritalin and tobacco, even though these "other" substances may raise common issues.

The Law on Drugs

It is an offence under the **Misuse of Drugs Act 1971**:

- To supply or offer to supply a controlled drug to another in contravention of the Act;
- To be in possession of, or to possess with the intent to supply another, a controlled drug in contravention of the Act; it is a defence to the offence of possession that, knowing or suspecting it to be a controlled drug, the accused took possession of it for the purpose of preventing another from committing or continuing to commit an offence and that as soon as possible after taking possession of it he/she took all such steps as were reasonably open to him/her to destroy the drug or to deliver it into the custody of a person lawfully entitled to take custody of it;
- For the occupier or someone concerned in the management of any premises knowingly to permit or suffer on those premises: the smoking of cannabis, or the production, attempted production, supply, attempted supply, or offering to supply any controlled drug.

APPENDIX B

Warning signs in individuals

Some of the main signs which **may** be associated with drug misuse are summarised below. The presence of these signs alone is not conclusive proof of drug or solvent misuse; many of them are part of normal adolescence.

- Changes in attendance, and being unwilling to take part in school activities.
- Decline in performance in school work.
- Unusual outbreaks of temper, marked swings of mood, restlessness or irritability.
- Reports from parents that more time is being spent away from home, possibly with new friends or with friends in older age groups.
- Excessive spending or borrowing of money.
- Stealing money or goods.
- Excessive tiredness without obvious cause.
- No interest in physical appearance.
- Sores or rashes especially on the mouth or nose.
- Lack of appetite.
- Heavy use of scents, colognes etc., to disguise the smell of drugs.
- Wearing sunglasses at inappropriate times (to hide dilated or constricted pupils).

Warning Signs in Groups

- Regular absence on certain days.
- Keeping at a distance from other pupils, away from supervision points (e.g. groups who frequently gather near the gate of a school playground or sports field).
- Being the subject of rumours about drug taking.
- Talking to strangers on or near the premises.
- Stealing which appears to be the work of several individuals rather than one person (e.g. perhaps to shoplift solvents).
- Use of drug takers' slang.
- Exchanging money or other objects in unusual circumstances.
- Associating briefly with one person who is much older and not normally part of the peer group.

Objects that may indicate Drug Misuse

- Foil containers or cup shapes made from silver foil, perhaps discoloured by heat.
- Metal tins.
- Spoons discoloured by heat.
- Pill boxes.
- Plastic, cellophane or metal foil wrappers.
- Small plastic or glass phials or bottles.
- Twists of paper.
- Straws.
- Sugar lumps.
- Syringes and needles.
- Cigarette papers and lighters.
- Spent matches.
- Plastic bags or butane gas containers (solvent abuse).
- Cardboard or other tubes (heroin).
- Stamps, stickers, transfers or similar items.
- Shredded cigarettes, home-rolled cigarettes and pipes (cannabis).
- Paper (about 2 inches square) folded to form an envelope (heroin)

APPENDIX C

DRUGS EDUCATION WITHIN THE CURRICULUM

Aim:

Each JT MAT school has a drugs awareness education within the curriculum to enable pupils to make healthy, informed choices by increasing knowledge, challenging attitudes and developing and practising skills.

This is achieved by:

- Providing age appropriate but accurate information about drugs.
- Widening understanding about related health and social issues, e.g. sex and sexuality, crime, HIV and AIDS.
- Seeking to minimise the risks that users and potential users face.
- Enabling young people to identify sources of appropriate personal support.

Drugs Education is age appropriate and can be delivered via the Science curriculum offer, PSHE lessons, assemblies or during drop-down days, or a combination of the above. The aims of these programmes are to develop the pupils' knowledge, inherent dangers understanding, skills and attitudes towards drugs and drug taking.