

DRUGS POLICY

Version 4.0

Review by People Committee:	15 th September 2014
Adopted by Governing Body:	13 th October 2014
Next Full Review Due:	Summer 2019

Reviewer:	Chris Drugan
Governor Link:	Safeguarding Governor

DRUGS POLICY

East Barnet School, Chestnut Grove, East Barnet, EN4 8PU

Statement of Principle

East Barnet School aspires to give members of the school community the knowledge necessary to appreciate the benefits of a healthy lifestyle and to develop the skills and attitudes needed to relate this to their own actions, both now and in their future lives.

Definition of a Drug

For the purposes of this policy a drug is defined as “any substance taken into the body (except food) which alters the functions of the mind or body”.

This includes tobacco, alcohol, solvents, illegal drugs and recreational drugs.

The use of medicines is covered in Appendix 2.

Aims

1. To make all members of the school community aware of the consequences of taking drugs.
2. To encourage the school community to actively follow a healthy lifestyle.
3. To provide the school community with opportunities to consider and develop a variety of strategies which will help them lead a healthy lifestyle.

Regulations

Illegal drugs must not be consumed or brought into school or to any organised school activity by any member of the school community.

Principle

Any student, staff member or visitor found to be in possession of, under the influence of, or to have used an illegal drug at any time, will be liable to both legal and disciplinary proceedings.

The following regulations apply specifically to each group indicated below.

Students

1. Students must not be in possession of or consume any drug whilst at school or on the way to and from school.
2. Students must not be in possession of or consume any drug whilst on any school activity.
3. On school journeys and after any teaching hours and where consumption of a small quantity of alcohol is a legal and acceptable practice, students may be allowed to consume a small amount under strict supervision by staff. This is at the discretion of the teacher in charge and with prior written agreement from parents.

Staff

1. The safety of students and staff is paramount.
2. Staff should be mindful of their professional responsibilities when in charge of or teaching students and therefore should consider carefully the implications of consuming any alcohol during the school day.
3. No member of staff must be under the influence of alcohol whilst driving any vehicle being used, or about to be used to transport students.
4. Smoking is not allowed on school premises either during or after the school day

Visitors

1. Visitors must not remain on school premises if under the influence of or alcohol.
2. Smoking is not allowed anywhere on the school's premises
3. Regulations for lettings are listed elsewhere.

Parents (including carers)

1. The regulations for visitors also apply to parents.
2. Parents are expected to support this policy, mindful of their commitment to support the school's aims in the Home/School Agreement.

Procedures for dealing with violations of the regulations are dealt with in Appendix 1.

Entitlement

The statutory requirements of Drugs Education will be taught in science.

PSHEE Programme

A comprehensive programme of drugs education will be taught through the PSHEE programme, which is primarily skills based and developmental (see PSHEE schemes of work).

The programme aims to educate students as individuals capable of understanding themselves, and of playing a responsible part as members of families and of local and wider communities.

Drugs education aims to enable students to make healthy, informed and responsible choices by increasing knowledge, challenging attitudes, developing and practising skills.

In addition to providing information about the effects of drugs on body functions and on health, drugs education includes the following topics:

- decision-making skills
- making choices
- risk-taking and assessing consequences
- self-esteem
- self-perception
- peer pressure
- the law

Visitors from outside agencies will be used to support aspects of the programme.

In the 6th Form, drugs education may be delivered through assemblies, the enhancement programme or other events.

Procedures for dealing with violations of the regulations contained in the East Barnet School Drugs Policy.

Any member of the School Community in possession of or using illegal drugs will be reported to the police.

A. Students

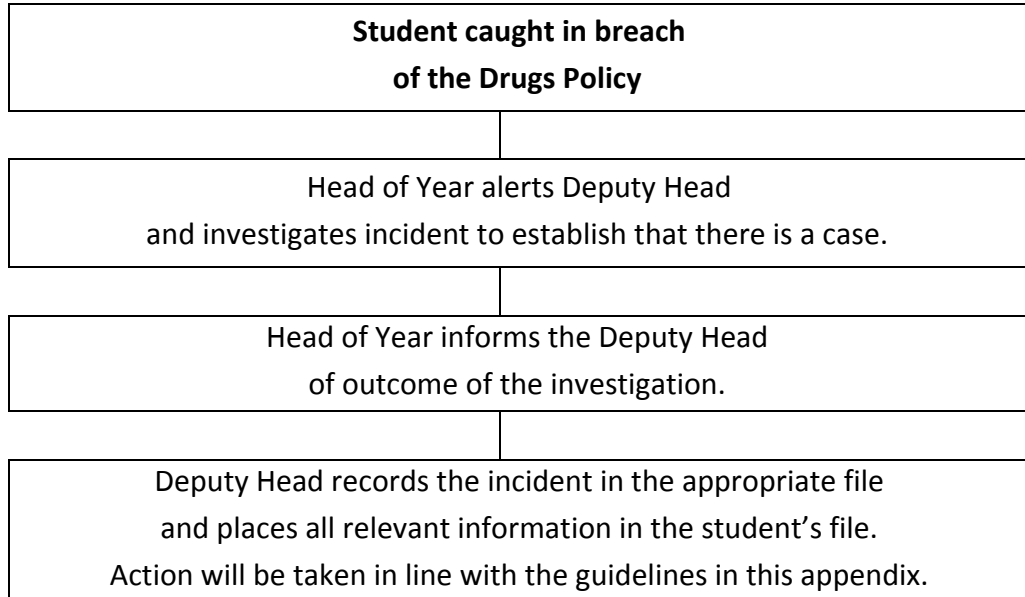
Under normal circumstances, where a student is caught in possession of, or using any drug his/her parents will be notified.

In all cases the Deputy Headteacher or Pastoral Leader should be informed of breaches of the regulations, and will arrange for students to follow a programme of Drugs Education in addition to any other actions taken.

Any concerns staff have about the possible involvement of students with drugs should be reported to the Deputy Headteacher and may involve a referral to the police or other ‘expert’ professional agencies.

Any information about students suspected of using drugs out of school time, should be passed to the Deputy Headteacher who will decide upon the appropriate action, in consultation with the Head of Year and School Nurse and any other appropriate health professional.

In all cases the health and safeguarding of an individual student or other member of the school community will take priority over confidentiality.



Sanctions

1. Smoking

Students caught smoking will be sanctioned in one or more of the following ways:-

1. Head of Year Detention
2. Assistant Headteacher or Deputy Headteacher
3. Headteacher's Detention

They will also attend a health education meeting with the school nurse to which parents will be invited.

2. Possession of any **legal** drug affecting the mental state, e.g. alcohol and solvents.

1. The matter will be dealt with by a Deputy Headteacher.
2. The drug will be confiscated.
3. Parents will be informed.

1st Offence: Incident referred to Deputy Headteacher and will include a Headteacher's Detention

2nd Offence: Incident referred to Deputy Headteacher and will result in a fixed term exclusion in the first instance.

3. Under the influence of any **legal** drug affecting the mental state, e.g. alcohol and solvents.

1. The incident will be referred to the Deputy Head who will investigate and then report to the Headteacher.
2. If the student is found to be under the influence of any legal drug, his/her parents will be informed and asked to come and collect their son/daughter.

1st Offence: Fixed term exclusion

2nd Offence: Fixed term exclusion

3rd Offence: Fixed term exclusion along with consideration of a permanent exclusion.

4. Possession of, or under the influence of **illegal** drugs

1. If a student is suspected of being in possession of or under the influence of illegal drugs, the matter will be reported to the Deputy Headteacher who will conduct an investigation and report the findings to the Headteacher.
2. Where there is sufficient evidence of use and/or evidence of possession the parents will be informed, and then the police.
3. In all cases, students will receive a short term exclusion and the Headteacher will consider whether the exclusion should be made permanent.

In order to support students and their families/carers, where a student, has been found to be under the influence of, or in possession of, legal drugs, a referral to an outside agency, for example Barnet YPDAS, will be made to seek advice or to instigate a health education programme. Cooperation with such a referral may be a condition of a student being allowed to return to school.

5. Dealing in or supplying illegal drugs

1. Students suspected of dealing in or supplying illegal drugs will be referred immediately to the Deputy Headteacher.
2. Where there is reasonable evidence that any student has supplied drugs to any member of the school community (with or without financial gain), a permanent exclusion is the likely outcome. As the possession and supplying of illegal drugs is a crime, the matter will be referred to the police.

B. Staff

Disciplinary procedures will be taken against any member of staff in breach of the regulations contained in Section 4.

C. Visitors (Including Parents)

Any visitor on school premises in possession of (or supplying) illegal drugs will be reported to the police.

If the visitor is on the premises as an employee of any contractor or sub-contractor, the management of that company will be informed of any breaches of this policy.

NB: Any member of staff who feels that the behaviour of a visitor appears to be inappropriate, should inform the most senior member of staff available.

This type of behaviour may or may not be related to drugs.

Medicines

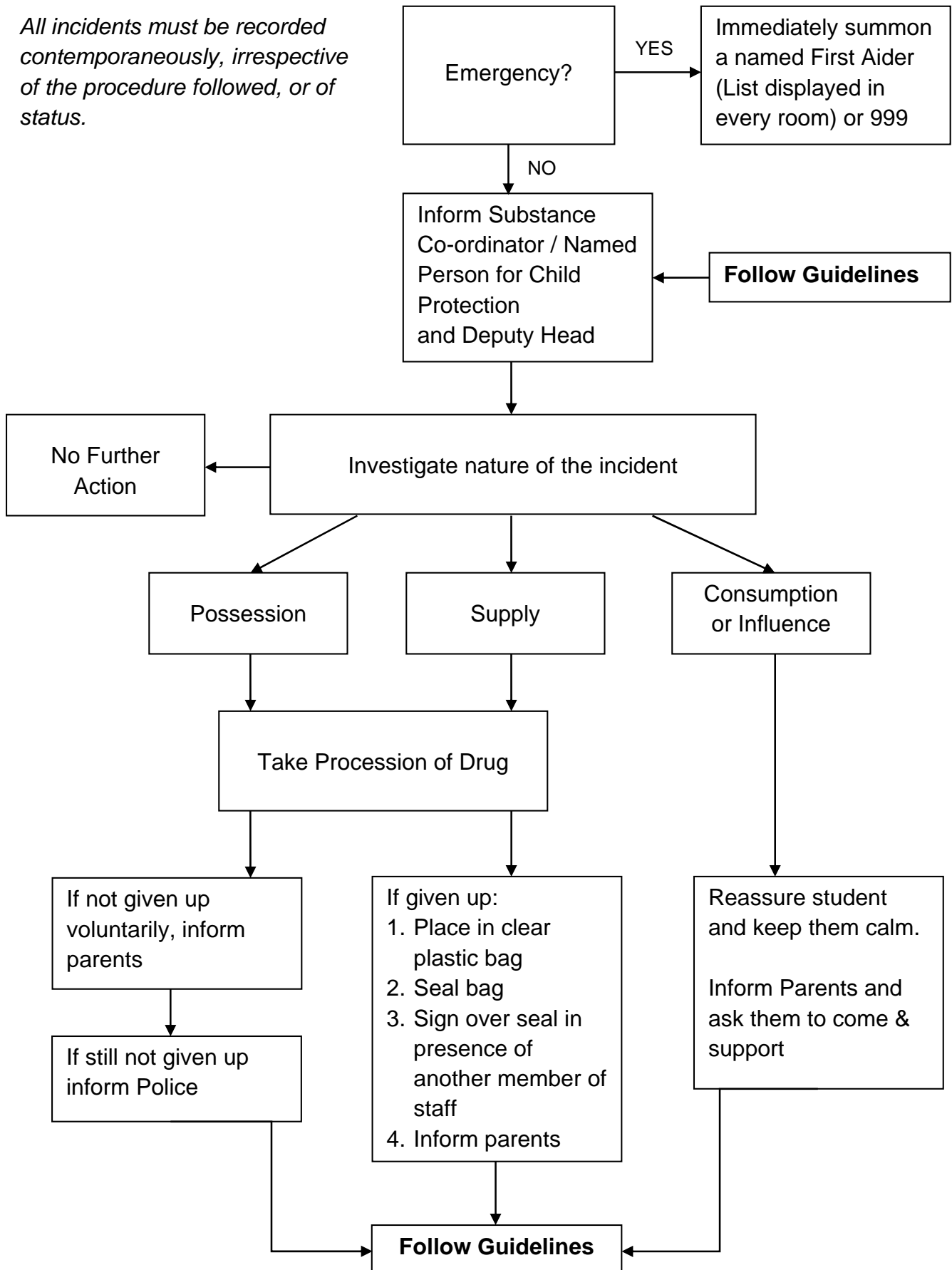
In accordance with the London Borough of Barnet's local code of practice Number 5 (Health and Safety) school staff should not supply any medication to students.

The School Officer or the designated first aider is responsible for supervising students taking medication, and may administer medication personally, only in a life-threatening situation. Any such action must be documented.

27th March 2001

Flowchart of School Procedure in Response to a Drug Related Incident

All incidents must be recorded contemporaneously, irrespective of the procedure followed, or of status.



The School can never guarantee confidentiality in cases of disclosure over drug-related incidents.

1. Procedures will be different in cases of disclosure by a student of his/her drug use to those in cases where a student's involvement is discovered by staff.
2. Ensure that when dealing with any incident, TWO members of staff are present – one of which should be the same sex as the person under investigation.
3. Irrespective of the substance used, students will be withdrawn from lessons immediately, Deputy Headteacher informed and an investigation begun immediately. A review meeting will be arranged for the next working day.
4. If a student is found in possession of a drug in Section A and subsequently is found in possession of a drug in Section B (or vice versa) advice should be sought from an appropriate agency.

A. Possession of Cigarettes or Alcohol

First Offence

- Standard letter sent home.
- Incident referred to Deputy Headteacher; Headteacher's detention issued.

Second Offence

- Standard letter sent home.
- Fixed term exclusion issued/return from exclusion meeting attended by parent/carer.
- Referral to school nurse/health professional

B. Possession of illegal substances

First Offence

- In all cases, students will receive a short term exclusion and the Headteacher will consider whether the exclusion should be made permanent.
- Where there is sufficient evidence of use and/or evidence of possession the parents will be informed, and then the police. (Thin ice – what does "sufficient evidence" mean? Why not just pass the "evidence" to the police – then the school is covered)
- Referral made to other professional agencies – Drugs Youth Worker, Barnet Drug and Alcohol Service.

C. Supplying Cigarettes or/and Alcohol

First Offence

- Letter sent home.
- Fixed term exclusion.
- Referral to an appropriate agency/health professional.

Second Offence

- Excluded until parents have been into school to discuss the current situation, and the way forward.
- Referral to an appropriate agency/health professional.

D. Supplying Illegal Substances

- Students suspected of dealing in or supplying illegal drugs will be referred immediately to the Deputy Headteacher.
- The student will be removed from lessons and may be excluded from school during the investigation.
- Where there is reasonable evidence that any student has supplied drugs to any member of the school community (with or without financial gain), a permanent exclusion is the likely outcome.
- The matter will be referred to the police.

Teachers are responsible adults and have a responsibility to be a positive role-model and should not smoke in front of students.

Members of staff are reminded that alcohol could impair their judgement and their ability to properly supervise students. Staff or helpers responsible for driving vehicles carrying students as passengers must abstain from consuming any alcohol.

The school policy on Drugs and Alcohol will apply equally on any school visit; therefore, students and parents should be advised of this in writing prior to the trip.