


# Drugs Policy

## Ellesmere Port Catholic High School



<b>Approved by:</b>	<b>Mr J Coucill, Chair of Governors</b> 
<b>Lead of Review:</b>	<b>Mrs J Jones, Associate Deputy Headteacher</b>
<b>Last reviewed on:</b>	<b>August 2020</b>
<b>Next review due by:</b>	<b>July 2021</b>

## Status

Recommended

## Introduction

The school has a whole-school approach to drugs as part of its responsibilities to all pupils, its commitment to being a healthy school and its good name in the community.

1. Ellesmere Port Catholic High School is committed to the health and safety of its students and will take action to safeguard their well-being.
2. Ellesmere Port Catholic High School forbids the use of illegal drugs by members of the school community, the supply of these substances, and the possession of such substances.
3. Any student using, possessing, is under the influence or is supplying illegal substances in Ellesmere Port Catholic High School will normally be permanently excluded by the Headteacher.
4. The definition of school is from the time the student leaves home in the morning until the student gets home in the evening, whilst wearing school uniform.

In order to execute its duty to protect the safety and well-being of all pupils and staff, a pupil damaging or seeking to harm another pupil, knowing the school policy which will have been repeatedly clearly stated, may well place him/herself outside the community of the school.

The annex to this policy names drugs substances and the procedures to be followed when any misuse has been identified.

This policy will help to:

- Provide a secure framework within which staff can operate with confidence
- Clarify legal responsibilities, entitlement and obligations
- Express and clarify our school's responses for staff, students, parents and
- governors
- Comply with OFSTED expectations in the event of a school inspection

## Purpose

The purpose of this policy is to -

1. To ensure drugs are not possessed or bought, sold, or otherwise obtained on school premises or during the school day, including when pupils are on school visits.
2. To educate/inform about drugs, drug use and misuse.

To ensure individual exceptions are made and procedures are in place for pupils who need to take prescribed medicines.

As part of the statutory duty on schools 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

## **Procedures**

1. The Staff will reinforce the policy:
  - at assemblies throughout the academic year.
  - during PSHE
  - further reminders to pupils after an incident has taken place (as appropriate)
  - within the School Council
  - at Staff meetings.
  - at Governors' meetings.
  - the policy is made clear at the Open Evening for prospective parents of Year 7.
2. Ellesmere Port Catholic High School is aware of the importance of drugs education and this is taught through specific syllabuses within science lessons and also through the area of PSHCE (Personal and Social Health Citizenship Education).
3. The school actively co-operates with other agencies such as the Police Schools' Liaison Officer, Social Services, LA and health and drug agencies, to deliver the school's commitment to drugs education and to deal with incidents of substance misuse.
4. Parents are informed on drugs related issues for young people through newsletters, parents letters, the prospectus and via the School's website.

*Main ECM outcomes:* Be healthy; stay safe

## **Who was consulted?**

This policy was approved by the governing body following consultation with staff, pupils and parents.

## **Relationship to other policies**

This policy relates to the behaviour management, the curriculum, the health and safety and the personal, social, health and citizenship education (PSHCE) policies.

## **Roles and responsibilities of Headteacher, other staff, governors**

The **Headteacher** will ensure that:

- clear procedures are in place for responding to drug-related incidents
- the school handbook details the policy and procedures for students and their parents and outlines the rules and consequences of breaking the rules
- a planned drugs education programme is provided as part of learning in PSHCE and science that reflects knowledge and understanding, attitudes and personal and social skills
- teachers are provided with training and guidance so that they are confident and skilled to teach drugs education and to respond to drug-related incidents
- a consistent approach is taken regarding incidents involving substances and sanctions
- the school actively co-operates with other agencies such as community police, social services, the LA and health and drug agencies

- parents are made aware of any drug related incidents and where appropriate are asked to supervise a drugs test
- procedures are in place for prescribed medicines to be held safely and securely and students are aware of procedures for taking such medicines in school.

As part of PSHCE all **teachers** are expected to:

- implement the drugs education programme and attend associated training to increase their understanding of the implications and possible consequences of use and misuse
- enable pupils to make healthy, informed choices by increasing knowledge, exploring their own and other people's attitudes and developing and practising personal skills to resist peer group pressure, and help friends and relatives involved in drug misuse
- provide accurate information about substances

All **staff** are expected to:

- report incidents of drug misuse to the appropriate head of year, Assistant Headteacher in charge of Personal Development, Welfare and Safety or the Headteacher
- promote positive attitudes towards healthy lifestyles
- enable young people to identify sources of appropriate personal support

**Pupils** will be expected to:

- follow the school rules as outlined in this policy and the school prospectus
- alert the staff to any drug-related incidents on or around the school site

**Parents** will be encouraged to:

- endorse the school's approach to drugs education
- work in partnership with the school to overcome the misuse of drugs.
- where requested supervise their child in completing a drugs test

The **Governing body** will ensure that its members, particularly the Pupil Discipline Committee, are well-informed about this policy, procedures and teaching programme and how to respond to drug-related incidents in relation to Government guidance.

### **Arrangements for monitoring and evaluation**

The headteacher will report annually (if required) on the number and nature of drug-related incidents, and the outcomes of any disciplinary proceedings. These will be analysed by gender, ethnicity and year group and compared with previous years.

## **DRUGS AND SCHOOL DISCIPLINE**

School policy regarding drugs will take account of the nature of the substance and the circumstances of the incident. However, the governors are aware of their responsibilities to all pupils, and of the good name of the school in the community. The school recognises its duty to protect all pupils, and a pupil damaging or seeking to harm another pupil, knowing the school policy which will have been repeatedly clearly stated, may well place herself or himself outside the community of the school.

The effect that the use of banned substances by a pupil in school can have in terms of peer group example cannot be under-estimated. Therefore the school's response to possession and use of such substances will be firm and related to the degree of seriousness. For example smoking a cigarette is serious but less so than giving a cigarette to someone else.

The table below indicates the approach which the school will take regarding incidents involving substances.

### **Tobacco, possession/or use**

- Confiscation of cigarettes, matches, lighters and disposal
  - Inform parents
  - Punishment for the first offence is an after school detention and monitoring
  - Offenders will have a meeting with their Head of Year and be required to sign a pledge not to repeat the offence
  - A subsequent offence will be regarded more seriously and lead to time in the inclusion room
- Further offences indicate rejection of the school's disciplinary structures and will involve exclusion, appearance before the governors' disciplinary committee, longer exclusion and, ultimately, permanent exclusion.

### **Solvents**

- Confiscation and disposal
- Administer first aid and seek medical help if necessary
- Contact parents who will be asked to take the child home
- See parents with child as soon as possible, exclusion
- Offenders will be asked to sign a pledge not to repeat the offence
- Offenders will be offered counselling in school or directed to external agencies
- A subsequent offence will be regarded more seriously; exclusion will be longer

Further offences indicate rejection of the school's disciplinary structures and will involve appearance before the governors' disciplinary committee, longer exclusion and, ultimately, permanent exclusion.

### **Alcohol**

- Confiscation and disposal
- Administer first aid and seek medical help if necessary
- Contact parents who will be asked to take the child home
- See parents with child as soon as possible, exclusion
- Offenders will be asked to sign a pledge not to repeat the offence

- Offenders will be offered counselling in school or directed to external agencies
- A subsequent offence will be regarded more seriously; exclusion will be longer

Further offences indicate rejection of the school's disciplinary committee, longer exclusion and, ultimately, permanent exclusion.

## **Drugs**

- Confiscation and retention for possible evidence purposes by the police
- Administer first aid and seek medical help if necessary
- Contact parents who will be asked to take the child home, police will be informed
- As recommended by the Police School Liaison Team and where appropriate, student required to complete a drugs test in school and under the supervision of their parents. Results to be given to school.
- Inform Chair of Governors and arrange meeting with parents and child as soon as prudent. At that meeting, counselling advice will be given.

The response will then be:

Possession or use, willingly and knowingly, on the premises or

Supplying or possession intending to supply others, sale or purchase:

- Permanent exclusion in all cases.