

Drugs and Alcohol Policy

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Drugs and Alcohol Policy

Raynes Park High School is committed to the health and safety of its members and has a statutory duty to promote students' wellbeing. Raynes Park High School condones neither the misuse of drugs and alcohol by members of the school nor the illegal supply of these substances. Possession, use or supply of illegal and other unauthorised drugs will not be tolerated.

The school acknowledges the role it plays in preventing drug misuse as part of its pastoral responsibilities and provides drugs education within its curriculum. In addition, the school welcomes visitors from authorised external agencies to enhance provision of drugs education. However, the policy gives a clear message that illegal and other unauthorised drugs of any kind are not acceptable, and gives the Headteacher the option to permanently exclude students involved in dealing, or in possession of drugs on school premises, even for a first offence.

This policy applies to all students at Raynes Park High School. It also applies on journeys to and from school, occasions when students are wearing school uniform, on the school site itself, work experience, residential trips, college courses and other occasions when they are representing the school.

This policy is in line with national and local guidance, in particular, guidance from the DfE and ACPO drug and alcohol guidance for schools (September 2012).

The definition of a drug given by the United Nations Office on Drugs and Crime is:

A substance people take to change the way they feel, think or behave.

The terms 'drugs', unless otherwise stated, is used throughout this document to refer to:

- all illegal drugs (those controlled and defined by the Misuse of Drugs Act 1971 e.g cannabis, LSD, Ecstasy amphetamine sulphate (speed), magic mushrooms (processed), heroin, cocaine)
- all legal drugs, including alcohol, tobacco, volatile substances (which can be inhaled e.g correcting fluid/thinner, gas lighter fuel, aerosols, glue and petrol), ketamine, khat and alkyl nitrites (known as poppers), legal highs and tobacco vaporisers (vapes)
- all over-the-counter and prescription medicine/medication

The aim of this policy is to:

- clarify the legal requirements and responsibilities of the school, and give a context for the school's commitment to drugs education
- clarify the school's approach to drugs education and give a general overview of its learning aims
- outline a consistent response to drugs related incidents in order to reinforce and support the health and safety of all students and others who use the school
- ensure all members of the school community understand their rights and responsibilities with regard to drugs education and drug related incidents

This policy is split into two sections:

1. Drugs education
2. Drugs related incidents and/or procedures

1. Drugs education

For a minority of students substances become an issue, the school operates a policy of support so that those individuals are able to access intervention from the appropriate agency- this may also act as preventative to safeguard individuals from future problems developing.

Overview of drugs education learning aims, and the process of review

Drugs education is a major component of drug prevention and is an important aspect of the school 'RSHE+C' curriculum. Its aim is to provide opportunities for students to develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions. Other subjects (e.g. Drama, Science, PE) also contribute to aspects of drugs education within the curriculum; assemblies are also used when appropriate. The school uses external speakers or visitors where these are available. This includes the Daniel Spargo Foundation, police or Catch 22 (Drugs Awareness Programme) where possible.

The school's drugs education programme aims to:

1. Increase students' knowledge and understanding and clarify misconceptions about:
 - The short and long term effects and risks of drugs
 - The rules and law relating to drugs
 - The impact of drugs on individuals, families and communities
 - The prevalence and acceptability of drug use among peers
 - The complex, moral, social emotional and political issues surrounding drugs
2. Develop students' personal and social skills to make informed decisions about keeping themselves safe and healthy, including:
 - Assessing, avoiding and managing the risk
 - Communicating effectively
 - Resisting pressures, finding information, help and advice
 - Devising problem solving and coping strategies
 - Developing self-awareness and self esteem
3. Enable students to explore their own and other people's attitudes towards drugs, drug use, and drug users, including challenging stereotypes, and exploring media and social influences.

In Key Stage 3, students learn about the effects and risks of drugs and the laws relating to drugs. They learn the skills to recognise and manage risk and to resist pressures. They continue to develop the skills to make choices for a healthy lifestyle and learn about where to go for help and advice.

In Key Stage 4, students build on their knowledge and learn more about the effects of drug misuse on family, friends, community and society. They gain greater understanding through clarifying their opinions and attitudes in discussions and debate and considering the consequences of their decisions.

In Key Stage 5, students build further on their knowledge and learn more about the effects of drug misuse on family, friends, community and society including the legal implications of use and abuse of legal and illegal drugs.

2. Drug related incidents and procedures

Staff and parents should be aware that some young people are more vulnerable to drug misuse and other social problems. Appendix 1 illustrates a range of risk and protective factors associated with drug misuse.

Role of the Headteacher and Governors

The Headteacher takes overall responsibility for the policy and its implementation, for liaison with the Governing Body, parents/carers and appropriate outside agencies and for the appointment of those staff within the school, who will have responsibility for handling the implementation of the policy. The Headteacher will ensure that all staff dealing with substance issues are adequately supported and trained. The paramount concern of the school will be the safety and well-being of all students.

Staff responsibilities with regards to concerns about drugs

In dealing with incidents the school will seek to balance the interests of the student involved, the other school members and the wider community. Fixed term suspension or permanent exclusion may be appropriate. The school will also always seek to engage the student and/or parents/carers in a suitable programme of support through Catch 22. Whilst there is no legal obligation to inform the police, a school cannot knowingly allow its premises to be used for the production, supply or use of any controlled drug.

The school will take any matter relating to drugs and their supply very seriously. However each incident will be dealt with individually and we recognise that a variety of responses may be necessary to deal with incidents.

Cigarettes/vapes and matches/lighters

Students are forbidden to bring cigarettes, vapes, lighters and matches on to the school premises. Neither are students allowed to smoke or vape on the way to or from school while wearing school uniform, nor on school visits. Students breaching this rule will be sanctioned, up to and including the use of fixed term suspension.

Alcohol

Students are not allowed to bring, or consume, alcohol on to the premises or to drink alcohol on the way to or from school or on school visits. Students breaching this rule will be sanctioned, up to and including the use of fixed term suspension or permanent exclusion.

Drugs for medication and other medicines

From time to time students will need to take medication during the school day. In this case a letter from the parent/carer must accompany any medication brought into school, and the medication must be left in Student Services for safe-keeping.

Other potentially harmful substances

No proprietary cleaning fluids or spirit-based correcting fluid which could be addictive should be brought into school.

Roles and responsibilities

The Headteacher will ensure that:

- The Senior Leadership Team has general responsibility for handling the daily implementation of this policy
- A drug education programme is provided as part of the curriculum, to enhance 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 drug education and to respond to drug-related incidents
- Students are aware of the rules on drugs and of the consequences of breaking them
- Clear procedures are in place for responding to drug-related incidents
- Those students who have a concern about drugs are provided with support
- Sanctions for incidents are consistent with the school's Behaviour Policy
- The school actively co-operates with external agencies to deliver its commitment to drugs education

All staff are expected to:

- Report incidents of drug misuse to a member of the Senior Leadership Team and Head of Year
- Promote positive attitudes towards healthy lifestyles
- Enable students to identify sources of appropriate personal support

All teachers are expected to:

- Implement the drug education programme and attend associated training to increase their understanding of the implications and possible consequences of use and misuse
- Enable students to make healthy, informed choices by increasing knowledge, developing personal skills to resist peer group pressure and help friends and relatives involved in drug misuse
- Provide accurate information about substances
- Widen the students' understanding of related health and social issues, e.g. STI's, HIV and AIDS

Students will be expected to:

- Alert the staff to any drug-related incidents on or around the school site

Parents/carers will be encouraged to:

- Endorse the school's approach to drugs education

- Work in partnership with the school to overcome the misuse of drugs

Staff responsibilities:

On site

All drug instances including cigarette/vapes and alcohol should be taken seriously and a member of staff who discovers drugs should take the following action:

- check the safety of the user: refer to a first aider if necessary or call an ambulance if in any doubt
- make a clear record of what has been discovered and observed
- inform the appropriate Head of Year who will liaise with SLT and investigate further

Off site

If the drugs, cigarette/vapes or alcohol are discovered on a school visit, the member of staff leading the trip should use their discretion as to the appropriate action at the time and should inform the Head of Year on their return. If a student admits to using or supplying substances off the premises, the member of staff leading the visit should inform the Head of Year, Designated Safeguarding Officer and a member of the Senior Leadership Team.

Guidance to staff on the discovery of drugs

There are two circumstances when harmful or illegal drugs may be legally removed, if possible in the presence of a witness (e.g a member of SLT or the police should they be called):

- from a place within the school's jurisdiction
- from a person within the school's jurisdiction

General power to confiscate : Schools' general power to discipline, as set out in Section 91 of the Education and Inspections Act 2006, enables a member of staff to confiscate, retain or dispose of a student's property as a disciplinary penalty, where reasonable to do so. Substances which are not believed to be controlled drugs can be confiscated where a member of staff believes them to be harmful or detrimental to good order and discipline.

Schools are not required to inform parents before a search takes place or to seek their consent to search their child. However, the school would normally inform the parents or carers where alcohol, illegal drugs or potentially harmful substances are found, though there is no legal requirement to do so. Further guidance for Headteachers, schools and governors is outlined by the Department of Education, in 'Searching, screening and confiscation' July 2022. The school will always refer to the most up to date guidance when dealing with such matters.

DfE Circular 4/95 states :

"It is open to members of staff to search a student's desk or locker where he or she has reasonable cause to believe it contains unlawful items, including illegal drugs. Where students are suspected of concealing illegal drugs on their person, every effort should first be made to secure the voluntary production of any unlawful substances, for example by asking them to turn out their pockets. If a student refuses, the police should be called in to deal with the situation. Intimate physical searches should never be made by a teacher".

Legal Considerations

The school has "in loco parentis" responsibilities to individual students and the whole school community. The school should consider if a student is at risk of significant harm and if there are any Child Protection issues. The advice of Social Services should be sought, where appropriate, usually through the Designated Safeguarding Lead. The school must always act within the law and this position must not be compromised. The school will work with the Safer Neighbourhood TEam in the first instance.

The procedure is to:

- Contact the parent/carer and inform them of the incident
- Inform the parent/carer that the police wish to contact them and have asked for their address and phone number
- Explain that the school is obliged to co-operate with the police
- Inform the parent/carer that they are being given the opportunity to contact the police themselves and give the name and number of the investigating officer
- Be clear that if they do not do so, that the school will be obliged to give the information to the police

If every reasonable effort to contact the parent/carer has been made without success, the address and telephone number should be given to the police. This protocol will apply in any instance where the police wish to talk to a member of the school, not solely for those incidents which are drug related. The school will make an independent decision on its response to any incident and, taking account of the circumstances, decide if a disciplinary and/or counselling approach is required.

Action

- Search a student believed to be in possession of/under the influence of drugs (e.g member of SLT or the police should they be called)
- Remove the drug and record the time, place and circumstances by which the drug came to you
- Do not investigate the substance; record the size, number and appearance (*have a witness countersign recordings where possible*) and take a photograph of them
- Take the drug immediately to the Head of Year, member of SLT or Headteacher; do not keep the drug on your person or property
- Place the substance in a sealed container if possible; sign and date
- Keep the student under close supervision in case they try to dispose of any drug they may still have

The role of the curriculum

Teaching and learning strategies can be used in a cross curricular way, particularly in the RSHE+C programme to:

- Raise awareness of the impact of drugs and alcohol

- Increase understanding for victims, and help to build an anti-drugs and alcohol ethos
- Teach students how to handle the risks of drugs and alcohol

Through the curriculum it is possible to explore such issues as:

- Why do people become involved in drugs and alcohol
- What are the effects of drugs and alcohol on users and their community?
- What can we do to stop the illegal use of drugs and alcohol?

RSHE+C Topics Covered in drop down days to support teaching about drugs and alcohol	
Year 7	<p>Law and Citizenship</p> <ul style="list-style-type: none"> ▪ Democracy and Laws <p>Physical and mental health</p> <ul style="list-style-type: none"> ▪ Having a balanced diet ▪ Consequences of an unhealthy lifestyle ▪ Personal hygiene and puberty ▪ Smoking and Vaping ▪ Drug abuse ▪ Alcohol abuse
Year 8	<p>Relationship and Sex Education (RSE)</p> <ul style="list-style-type: none"> ▪ Puberty ▪ Parental responsibilities ▪ Sexual Exploitation and pressure ▪ Pornography, up skirting and inappropriate imagery <p>Online safety</p> <ul style="list-style-type: none"> ▪ online grooming ▪ online scamming and personal data ▪ harms of social media
Year 9	<p>Our Society – law and order</p> <ul style="list-style-type: none"> ▪ Courts, laws and the police (respecting authority) ▪ Hate Crimes and Discrimination ▪ Knife crime and county lines ▪ Gang Affiliation and exploitation ▪ Radicalisation & Extremism Gang affiliation and exploitation ▪ Radicalisation and extremism <p>Healthy relationships</p> <ul style="list-style-type: none"> ▪ Consent ▪ Domestic Abuse ▪ Sexual harassment and sexual violence ▪ FGM

	<p>Relationship and Sex Education (RSE)</p> <ul style="list-style-type: none"> ▪ Contraception ▪ STI's (including navigating healthcare systems and self-examining/screening) ▪ Abortion, miscarriages and adoption options ▪ Periods and period poverty (reproductive and menstrual health)
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Year 10	<p>Healthy relationships</p> <ul style="list-style-type: none"> ▪ Daniel Spargo foundation – substance abuse and addiction ▪ Positive masculinity
	<p>Relationship and Sex Education (RSE)</p> <ul style="list-style-type: none"> ▪ Understanding pornography, consent and preventing STIs

Legal Drugs

The school will inform trading standards or police about the inappropriate sale or supply of tobacco, vapes, alcohol or volatile substances to students in the local area.

Legitimate presence of alcohol in school

The school recognises that there are instances where alcohol may legitimately be served in school or as part of events. This may be as part of a licensed bar during school events. On all such occasions, the Headteacher's permission is required before such arrangements may be made and alcohol will only be served to those for whom it is age appropriate.

Appendix 1: A risk and protective factors associated with drug misuse

Vulnerable Groups	Risk Factors	Protective Factors
<ul style="list-style-type: none"> ▪ Homeless ▪ Looked after children ▪ School refusers ▪ Students excluded from school ▪ Sexually abused ▪ In contact with mental health and criminal justice system ▪ Children in families with drug problems ▪ Students who spend large amounts of their spare time outside of the home 	<ul style="list-style-type: none"> ▪ Chaotic home environment ▪ Parents who misuse drugs or suffer from mental illness ▪ Behavioural disorders ▪ Lack of parental nurturing ▪ Inappropriate and/or aggressive classroom behaviour ▪ Poor coping skills ▪ Low commitment to school ▪ Friendship with deviant peers ▪ Social/economic disadvantage ▪ Early age of first drug use ▪ Being labelled as a drug misuser 	<ul style="list-style-type: none"> ▪ Strong family bonds ▪ Experiences of strong parental monitoring with clear family rules ▪ Family involvement in the lives of children ▪ Successful school experiences ▪ Strong bonds with local community activities ▪ A caring relationship with at least one adult ▪ Strong engagement in extra curricular activities

Appendix 2: Table showing the school’s likely response to the use or possession of drugs, both illegal and legal, for students within its care.

Incident	Response	Notes
Possession/use of Cigarette/vapes	<p>Items confiscated. Parents notified.</p> <p>First occasion: Internal suspension; letter home; warning by Headteacher of next consequence.</p> <p>Second and subsequent occasions: Fixed term suspension For those involved in repeated incidents, being in the company of smokers will be sufficient for the next sanction to be applied. For repeat offenders the Headteacher will decide the length of suspension and whether to re-admit the student to the school.</p>	<p>In addition, the school can refer to the school nurse or other external agency as resources allow.</p> <p>Parents will also be advised to approach their GP for any advice to help their child and/or it will be suggested that parental rewards for giving up smoking/vaping may be of benefit.</p>
Possession/under the influence of alcohol or volatile substances	<p>Substance confiscated. Parents/carers contacted.</p> <p>5 days fixed term suspension which could lead to a permanent exclusion</p> <p>Parents seen before re-admission.</p> <p>The Headteacher will take into account a range of factors regarding the severity and nature of the incident when deciding what length of suspension and whether to re-admit the student to the school.</p>	<p>If readmitted, consequences of the next offence would be made clear each time.</p> <p>The school would refer to medical or other agencies as appropriate.</p> <p>Other strategies may also be used as appropriate e.g searches carried out by two members of staff</p>
Possession/under the influence of Class C, B or A Drugs Cannabis is a Class B drug	<p>Substance confiscated. Parents/carers contacted.</p> <p>5 days fixed term suspension which could lead to a permanent exclusion</p> <p>The Headteacher will then decide whether to readmit the student taking into account the likelihood of recurrence AND the nature of drug.</p>	<p>In instances where use of these drugs out of school is suspected, there would be referral to Catch 22. Any incident will be logged.</p> <p>The school will make the legal position clear to both student and parents/carers.</p> <p>If readmitted, consequences of a 2nd offence will be made clear.</p>

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	<p>If readmitted, a second occasion would result in permanent exclusion from the school.</p> <p>The school will inform the police where it is clear this is in the best interest of the student and/or the school community. Police involvement will not be automatic.</p>	
<p>Drug Dealing (for Profit)</p>	<p>Substance confiscated.</p> <p>Permanent exclusion.</p> <p>Parents contacted and Police informed. Risk assessment for student(s) and others in school. Investigation into any network of illegal drug use in school.</p>	<p>The school will inform the police as in the best interest of the school and local community.</p>

Appendix 3: Useful organisations

Withyou is one of the UK's largest specialist drug and alcohol treatment charities. As well as adult services, they provide services specifically tailored to the needs of young people and their parents. The Skills for Life project supports young people with drug misusing parents. Website: www.wearewithyou.org.uk

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services. Tel: 020 7553 7640 Email: admin@adfam.org.uk Website: www.adfam.org.uk

ASH (Action on Smoking/vaping and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco. Tel: 020 7739 5902 Email: enquiries@ash.org.uk Website: www.ash.org.uk

Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people. Tel: 01206 877910 Email: clc@essex.ac.uk Website: www.childrenslegalcentre.com

Children's Rights Alliance for England - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child. Email: info@crae.org.uk Website: www.crae.org.uk

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm. Tel: 020 7307 7450 Website: www.drinkaware.co.uk/

Drinkline - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking. Tel: 0800 917 8282 (lines are open 24 hours a day)

Drug Education Forum – this website contains a number of useful papers and briefing sheets for use by practitioners: Website: www.drugeducationforum.com/14

DrugScope is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service. DrugScope also hosts the Drug Education Practitioners Forum. Tel: 020 7520 7550
Email: info@drugscope.org.uk Website: www.drugscope.org.uk

FRANK is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs. 24 Hour Helpline: 0800 776600 Email: frank@talktofrank.com Website: www.talktofrank.com

Mentor UK is a non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives. Tel: 020 7739 8494. Email admin@mentoruk.org Website: www.mentoruk.org.uk

National Children's Bureau promotes the interests and well-being of all children and young people across every aspect of their lives. Tel: 020 7843 6000 Website: www.ncb.org.uk

Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse) A national charity providing information for teachers, other professionals, parents and young people. Tel: 01785 817885 Information line: 01785 810762 Email: information@re-solv.org Website: www.re-solv.org

Young Minds – The UK's leading charity championing the wellbeing and mental health of young people. Tel: 0808 802 5544 www.youngminds.org.uk

Youth Offending Teams – Local Youth Offending Teams are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to [prevent offending by young people under the age of 18. Website: <https://www.gov.uk/youth-offending-team>