



# THE HESSLE ACADEMY

## Drugs Policy

**Effective Date:**  
May 2014

**Date of minuted approval by the Board of Governors:**  
22 March 2018, 26 April 2018

**Review Committee:**  
Primary LGB & Secondary LGB

**Review Date:**  
April 2020

**Owner:**  
Head of School – Hessle High School & Sixth Form College  
Associate Headteacher – Penshurst Primary School

### **Purpose**

This policy defines the school's position in relation to drug-related matters. The whole school community should be involved in implementing and working with the policy.

We believe every member of our Academy community has the right to be safe and healthy. The organisation plays an important role along with parents, external agencies and the local community in supporting and promoting attitudes, practices and understanding which encourage learners to make informed decisions in enabling them to choose a healthy lifestyle. We therefore strive to create an atmosphere in which learners feel safe and able to discuss problems and concerns whilst developing an understanding of drugs and their use and abuse and subsequent impact.

The Hessle Academy is a No Smoking Environment (inclusive of e-cigarettes) and actively promotes healthy lifestyle choices for all members of the school community.

This policy stands alongside other Academy policies and information found in other publications for learners, parents, staff and external bodies through our website.

### **A Statement of Policy on Substance Use and Misuse**

The Hessle Academy:

- accept the definition of a drug to be any substance which, when introduced to the body, creates a change in perception and / or mood and / or how the body functions. See Appendix 1;
- **do not allow** the misuse of drugs including legal substances such as nicotine, alcohol and over-the-counter medicines, and illegal substances; including but not exclusively, cannabis, ecstasy, amphetamines and heroin and MCAT;
- **do not allow** the illegal possession, supply or distribution of these substances, this also applies to 'drugs' which may be lawfully in the possession of a learner, such as over the counter medicines;
- are committed to the health and safety of their members and will take positive action to ensure their well-being is safeguarded;
- aim to support parents, carers and the wider community in addressing drug-related issues and raising drug awareness;
- aim to be proactive in identifying potential problems and seeking to address them.

To this end we believe that drug education appropriate to all stages of learning across the Academy must be an integral part of a coherent and progressive Health Education programme.

### **Aims of drug education in The Hessle Academy**

The Academy aims to deliver a well -planned, coherent and co-ordinated drug education programme to all children and young people appropriate to the age and development level of learners. Opportunities for drug education do not necessarily have to be explicit, often they are better delivered as cross curricular themes set in context of other social issues, in support of the Social, Moral, Spiritual and Cultural agenda. The principal aims are:

- to enable learners to make healthy, informed choices by raising self-esteem, challenging attitudes and practising decision-making skills;
- to provide accurate information to enable informed choices to be made;
- to develop knowledge and understanding about the implications and possible consequences of the use and abuse of drugs;
- to widen understanding about related health and social issues e.g. crime and HIV;
- to support emotional and social skill development;
- explore and promote strategies for a healthy lifestyle;
- to enable learners to identify appropriate personal and family support;
- to understand that when used appropriately with guidance prescribed medicines can have positive effects.
- awareness of managing the risks of legal highs

These issues need to be clearly defined as ground rules at the start of drug education lessons for the benefit of both learners and staff. It must be made clear to learners that the divulgence of any information deemed to fall into the *significant harm category or putting pupils at risk* **must** be referred to the relevant Designated Safeguarding Lead (see guidance in Keeping Children Safe in Education)

Opportunities for drug education exist within:

- the LIFE curriculum
- the Science curriculum
- circle time
- school seminars
- assemblies
- special events e.g. All About Me! Personal Safety Day and Prison me! No Way!
- external Agency Work for example Preventative Education Team
- staff Knowledge and Understanding
- new staff in their induction will be signposted to information regarding the Academy approach to drug education and dealing with drug-related incidents.
- staff need the confidence to deliver clear and consistent messages about drugs and will have access to up-to-date training, information and resources including an in-depth understanding that their personal views will not be shared **ONLY** factual and legal information will form the basis for the education programme
- where relevant to the primary role of a member of staff, more detailed training will be made available.
- it is the responsibility of all staff to be aware of this policy which can be accessed via the intranet, by request made to the HR department or the Academy website ([www.thehessleacademy.co.uk](http://www.thehessleacademy.co.uk)).

## Roles and Responsibilities

Whilst it remains the responsibility of the Executive Headteacher to implement and monitor this policy, the Local Governing Boards will monitor and support this responsibility. For queries regarding the Drugs Education programme these should be directed to

- **PPS** - Associate Headteacher
- **HHS** - Head of School

## Managing Drug Related Incidents

- The schools' procedures for managing any drug-related incidents take into account the following publications
  - East Riding LA Guidance
  - Keeping Children Safe in Education
  - The school Behaviour Policy (relevant to the schools within the Academy Trust)
- The Hessle Academy treats every drugs-related incident very seriously.
- The Trust accepts the need for flexibility when dealing with drug related incidents and will, therefore, review each case individually following these basic guidelines.
- Illegal substances / misuse of prescription drugs or socially acceptable drugs
  - parents of the learner involved in a drugs related incident will be informed that day by phone and within 24 hours by letter outlining the schools' intentions, and any evidence which has informed the decision.
  - in extreme circumstances an ambulance will be called where a qualified first aider deems it necessary.
  - in incidences where the school deems the child is in possession of a supply quantity or has evidence of supply, the child will, in all cases, be immediately excluded and the Executive Headteacher will recommend a permanent exclusion to the Board, in order that safeguarding of all learners and staff be paramount.
  - in an incident of 'possession', for a first time offence, the learner will normally be excluded from school for a fixed term of at least 5 days and return with their parent for a re-integration meeting with a member of the Senior Management team. During this time the school will refer the learner to agencies for relevant support and guidance. These agencies may be internal or external to the Academy dependent on need and availability.
  - for a second offence of possession the Executive Headteacher will, in all cases, recommend a permanent exclusion to the Board.
- Smoking and Alcohol related incidents - any learner seen smoking or drinking, or who is suspected of doing so will have the offending items destroyed, following contact with parents either by telephone or in writing. The learner will be sanctioned in accordance with the school's Behaviour Policy.
- Any member of staff who suspects that a learner is under the influence of, is in possession of or is supplying alcohol or other harmful substances must report the suspicion to a member of the The Hessle Academy Leadership Team immediately. All confirmed incidents will be recorded in a confidential manner and parents will be notified. Suspicions will be recorded with the Designated Safeguarding Lead.
- If a learner admits to using or supplying illegal substances off school premises the matter should be referred to the Senior Leadership Team. If there is a child protection implication then the appropriate policy must be referred to. Confidentiality **MUST NOT** be promised to the learner.
- Any disclosures made regarding substance use or abuse in the family home must be immediately reported to the Designated Safeguarding Lead.
- The schools will inform the police of all illegal drug-related incidents. Any confiscated substances will be retained by the school in a locked area for a fixed period of 72 hours. Should they not be collected by the police before that time the school will destroy them.

- The Local Governance Board will be involved in substance education and substance related incidents as part of their monitoring of the delivery of an appropriate curriculum and other measures, like Fixed Term Exclusions, as to the impact of such programmes.
- All members of staff should be aware of the need for confidentiality regarding such incidents.
- The school will use evidence obtained from CCTV cameras should it be relevant and this may be shared with the Police, if requested.

### **Searching**

Where the senior member of staff has reason to believe a learner is in possession of a 'drug', as outlined in this policy, the learner will be requested to produce voluntarily any unlawful substances and asked to empty the contents of their bag / tray / pockets. Where a learner refuses this will lead to 'a beyond reasonable doubt' decision by the member of SLT that the learner is indeed in possession of an illegal substance and they will be dealt with accordingly.

When voluntary searches are conducted they should involve staff members working in pairs, preferably with the support of a senior member of staff.

### **Disposal of needles and syringes**

Needles and syringes will be handled with extreme care and only by authorised personnel wearing suitable protective clothing. They will be placed into a box specifically for their storage and taken as soon as possible to the needle disposal centre or handed to the relevant authorities. The Premises Team monitors the school grounds as a matter of routine. All finds are reported to the Executive Headteacher and logged. The learners are regularly informed of their routine should they find suspicious items on the school premises or outside. The rule is do not touch, tell a member of staff or an adult.

### **Staff or other persons under the influence**

In exceptional circumstances where a member of staff is suspected of being under the influence of a drug, as identified in this policy, the Executive Headteacher or most senior member of staff on site will be called immediately. The member of staff will be requested to leave, taking into account their well-being. Where necessary, the next of kin will be called. An appointment with the Executive Headteacher will be made and a possible referral to OHU. In all cases a formal record will be placed on the member of staff's file. They will not be allowed to return to school until advice has been sought from the LADO or a suitable OHU assessment made.

Whilst The Hessle Academy is concerned for the welfare and well-being of the staff, safeguarding children (in line with Keeping Children Safe in Education document) is of primary concern.

### **Other persons under the influence**

Where other persons on the school site are believed to be under the influence of drugs as identified in this policy, or are causing a health and safety or security hazard they will be requested to leave (where it is safe to do so) by the Executive Headteacher or the most senior member of staff on site. On no account will individuals be pursued.

In situations where it is deemed to be unsafe to communicate with the person, a call MUST be made to the relevant emergency services.

In all circumstances a log will be kept and the Local Authority Designated Officer will be informed.

## **APPENDIX 1**

### **The school takes the definition of a drug to include:**

All class A Drugs e.g. Heroin, Cocaine, MCAT

All class B Drugs e.g. Barbiturates, Cannabis

All class C Drugs e.g. Tamazepam

All prescription drugs e.g. Paracetamol, cough medicine

Glues / Solvents / Gases - the school recognises these as illegal substances when in the possession of persons under the age of 16.

All socially acceptable drugs e.g. nicotine, alcohol.