



# Great Marlow School

*Excellence • Compassion • Integrity*

## DRUGS POLICY

Recommended by the Leadership Team:

March 2022

Approved by Trustees' Policies Sub Committee/ Curriculum Committee:

March 2022

Ratified by Trustee Board:

March 2022

Review Due:

Spring Term 2023

Indicate as appropriate:

✓ There **has not been** a change to the previous policy.

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**This policy is based on the principle of prevention: the school aims to prevent its students from using or distributing illegal drugs or harmful substances.**

Great Marlow School aims to give students information which will help them to make informed choices concerning matters which will affect their health and welfare.

**This Policy applies to all members of the school community: -**

- within the school grounds
- when representing the school (school trips/visits and sporting fixtures)

**The principal intentions of this policy statement are to: -**

- State the policy's aims
- Indicate how the policy operates in practice
- Clarify the school's disciplinary procedures
- Offer practical advice and information to parents

*Where the document refers to drugs, this includes alcohol, tobacco, illegal drugs, medicines, new psychoactive substances (legal highs) and volatile substances, unless otherwise specified. Although not included under the drugs umbrella, as a school community vaping is not allowed.*

*The majority of young people of school age have never used an illegal drug. Of those who do experiment with illegal drugs very few will go on to become problem drug users. However, most will at some stage be occasional users of drugs for medicinal purposes and many will try tobacco and alcohol. Every school therefore has a responsibility to consider its response to drugs and all schools are expected to have a policy which sets out the school's role in relation to all drug matters.*

### **Aims**

- To increase students' awareness of illegal and harmful drugs, including the nature of various drugs, their dangers, and the moral and social issues surrounding them.
- To develop staff awareness of such drugs, by ensuring that all members of staff are aware of this policy.
- To promote parents' awareness of illegal drugs and of this policy.
- To increase awareness among students, staff and parents of the effects of alcohol and tobacco.
- To create an atmosphere in which students, staff and parents can discuss drugs in an informed, helpful and non-judgemental way.
- To ensure that students, staff, parents and Trustees are aware of the school's disciplinary procedure regarding tobacco, alcohol and drug related incidents.

### **The Policy in Practice**

- Drugs Education for students in years 7 – 11 is part of RSHE
- Drugs Education for the Sixth Form is part of RSHE programme, co-ordinated by the Head of Sixth Form and delivered by Tutors.
- Students will be offered support in the form of counselling, both in and out of school.
- Confidentiality will be maintained where it is possible to do so.
- All students will be given clarification of the school's disciplinary procedure in respect to involvement with illegal drugs and the use of alcohol and tobacco.
- All staff will receive briefing on how this policy will operate and awareness of drugs issues will be raised through presentations e.g. on Training Days.
- This policy will be available on the school website along with other relevant materials and information.
- The school will organise information events for parents when they will have the opportunity to discuss the school's approach to drugs.
- The school will employ, where possible, visiting speakers who have expertise in the field of drugs.

- The Deputy Headteacher and Trustees will be responsible for monitoring and evaluating the school's approach and respond to fresh developments and initiatives.

### **Disciplinary Procedures concerning Illegal Drugs and Harmful substances**

- **If it becomes known, is rumoured, or suspected that you are involved in some way with illegal drugs: -**
  - a. The Safeguarding team will be informed
  - b. The Safeguarding team will take the most appropriate action to ensure support
  - c. Staff who need to be made aware will be informed
  - d. Your parents/carers may be informed
- **If it becomes known that you are using illegal drugs outside school hours, or when school rules do not officially apply: -**
  - a. The Safeguarding team will be informed
  - b. The Safeguarding team will take the most appropriate action to ensure support
  - c. Depending on your age and the severity of the case, the Headteacher and your parents/carers will be informed
  - d. You will be offered counselling and drugs education support, either in school, or with an appropriate outside agency
- **If you are found to be in possession of, or are using, illegal drugs at school, or on any occasion when school rules apply: -**
  - a. The Headteacher and Deputy Headteacher (Safeguarding) will be immediately informed
  - b. Your parents will be informed as soon as possible
  - c. Disciplinary action will be taken. Depending on the seriousness of the offence, this could be fixed term suspension or a permanent exclusion
  - d. The Deputy Headteacher will liaise with the police to ensure consistency when dealing with drug-related incidents
  - e. Counselling and drugs education and support will be suggested, or arranged in appropriate cases
- **If you are found to be offering, selling or supplying illegal drugs at school, or on any occasions when school rules apply: -**
  - a. The Headteacher and Deputy Headteacher (Safeguarding) will be immediately informed
  - b. Your parents will be informed as soon as possible
  - c. Disciplinary action will be taken. Depending on the seriousness of the offence, this could result in permanent exclusion
  - d. The Deputy Headteacher will liaise with the police to ensure consistency when dealing with drug-related incidents
  - e. Counselling and drugs education and support will be suggested, or arranged in appropriate cases

### **Disciplinary Procedures Concerning Alcohol and Tobacco and Vaping**

Smoking and vaping or being in the company of smokers and vapers is not permitted on the school site, when travelling to and from school or whilst on school visits. Being in possession of smoking and vaping materials on the school premises, when travelling to and from school or whilst on school visits is also not permitted.

#### **Sanctions**

- First time - Contact will be made to parent/carer by a member of the SSO team to arrange the most appropriate and just sanction.
- Subsequent occasions - Circumstances will always be considered when determining the most appropriate and just sanction. In some cases, a fixed term suspension may be justified.

Drinking alcohol or being under the influence is not permitted on the school site, when travelling to and from school or whilst on school visits. Being in possession of alcohol on the school premises, when travelling to and from school or whilst on school visits is also not permitted.

**Sanctions** - circumstances will always be considered when determining the most appropriate and just sanction. In most cases, a fixed term suspension will be the most likely sanction

The rules regarding illegal drugs, alcohol and tobacco and vaping also apply to school activities, trips and visits. Parents and carers will be informed and, in most cases, involving alcohol or tobacco, the student will be sent home and a fixed term suspension may also be applied. In addition, any incident involving illegal drugs, a permanent exclusion may be considered the appropriate sanction.

### **Management of medicinal or authorised drugs**

We believe that there are circumstances, when some legal drugs are authorized for use in school. These are prescribed medicines, hazardous chemicals (and solvents) and alcohol.

#### *(i) Prescribed Medicines*

Staff do not administer medicines to students. Details about administration of medicines can be found in the Medicines Policy. The decision to allow students to self-administer rests with the Headteacher

Those students that need inhalers are responsible for their administration and carry them with them, for easy access, and parents complete a permission form.

Staff are aware of any serious medical conditions which affect students in their class.

#### *(ii) Non-prescribed medicines*

Staff do not give any non-prescribed medicines to students. There may be circumstances when students can take over-the-counter medicines eg for period pains and hay fever and the responsibility rests with students and their parents.

#### *(iii) Hazardous chemicals and volatile substances (solvents)*

Arrangements for the secure and safe storage of chemicals e.g. for cleaning and scientific experiments, are set out in the Health and Safety Policy