



Wessex
Learning Trust
We Learn Together!

Drugs Policy

Date approved by Trust Board: September 2023
Review Date: September 2026

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Wessex Learning Trust

Drugs Policy

This policy will be reviewed by the Board of Trustees every three years.

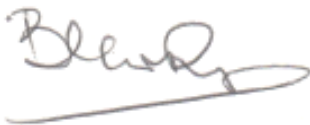
A handwritten signature in black ink that reads "Gavin Ball". The signature is written in a cursive style with a large initial 'G'.

Signature:

Name: Mr Gavin Ball

Position: Chief Executive

Date: 01/09/23

A handwritten signature in black ink that reads "Brian Kirkup". The signature is written in a cursive style with a large initial 'B' and a long horizontal stroke at the end.

Signature:

Name: Mr Brian Kirkup

Position: Chair of the Board

Date: 01/09/23

1. Introduction

1.1 This policy exists to acknowledge and clarify the role of the Trust, academies, and staff, in drug prevention and education. The policy provides information and guidance about legal responsibilities around drugs and illegal substances, as well as procedures to respond to any drug-related incident for learners or staff. Please also refer to and read in conjunction with:

- Staff code of conduct
- No smoking policy
- Staff disciplinary policy
- Safeguarding policy
- Whistleblowing policy
- Behaviour Policy (individual to each academy)
- Medicine policy

2. Aims

2.1 The aims of this policy are:

- To clarify the legal requirements and responsibilities of the Trust and its academies for both learners and staff.
- To reinforce and safeguard the health and safety of learners, staff and others who use the Trust and its academies.
- To explain the Trust and its academy's approach to drugs for all staff, learners, trustees and partners.
- Enable staff to manage drugs on Trust premises, and any incidents that occur with confidence and consistency for the best interest of those involved.
- Ensure that the response to incidents involving drugs complements the overall approach to drugs education, the values and ethos of the Trust and its partner academies.
- To reinforce the role of the Trust and its academies in contributing to local and national strategies.

3. The Definition of 'Drugs'

3.1 The Trust defines 'Drugs' as:

- Illegal substances which, when introduced to the body, have a physiological effect.
- So-called 'legal highs'.
- Alcohol, Tobacco and E-Cigarettes
- Legal substances, such as solvents or prescribed and over the counter medication, which are being misused or used by those other than whom they were intended for.
- All illegal drugs (those controlled by the Misuse of Drugs Act 1971). See: <https://www.gov.uk/government/publications/controlled-drugs-list--2/list-of-most-commonly-encountered-drugs-currently-controlled-under-the-misuse-of-drugs-legislation>
- Any substance or product, being used by a learner or member of staff, which the Trust deems to have potential to cause harm to the individual or those around them, or which risks bringing the Trust's name into disrepute.

3.2 The Trust and its academies believe that use or possession of any substance, or paraphernalia related to the use of a substance, which comes under the above categories, on or in the vicinity of a Trust site (including locations temporarily designated as Trust sites – e.g. transport to/from school or trips, as well as the location of

any trips or Trust organised event), or (where there is a safeguarding concern) at home or in a location other than that of the school, is an infringement of Trust policy, and therefore prohibited. Where such infringements are made, the Trust will take action to mitigate the potential risk to the individual involved, as well as those around them; and where necessary implement legal or disciplinary processes to stop any further incidents occurring.

4. Medication

4.1 The Trust recognises that some learners and staff will be required to take prescribed medicines during the day, due to existing conditions. Where this is the case; staffing, administration, storage and record keeping procedures are the responsibility of the school where the prescribed medicines are being taken.

4.2 The schools' individual medical procedures also set out the circumstances in which a learner may take non-prescribed/over-the-counter medicines - for example to issue pain relief for period pains or hay fever. Staff will not give any medication including non-prescribed medicines to learners unless supplied with written authorisation by a parent or carer.

5. Alcohol and Tobacco

5.1 Learners, staff, volunteers, and visitors should not consume or be under the influence of alcohol while on a Trust site. Individuals found to be under the influence will be removed from the site and face disciplinary procedures (staff) or behaviour sanctions (learners).

5.2 In some circumstances (such as a fundraising or social event) an exception may be made by the Headteacher to allow for the consumption of alcohol. In these circumstances no person under the age of 18 will be permitted to purchase or consume alcohol. At no point is any adult permitted to consume alcohol at any time when there are, or are likely to be children present on site, or where they will be subsequently supervising children.

5.3 In circumstances where the school will be selling alcohol there should be the appropriate licenses sought and in place at the time of the event. It is the responsibility of the Headteacher to ensure the licenses are in place even if the event is run by another organisation, e.g. Parent Teacher Association.

5.4 All Wessex Learning Trust sites have a strict no smoking policy, including the use of e-cigarettes. Individuals found to be smoking on site will face disciplinary procedures (staff) or behaviour sanctions (learners).

5.5 Where alcohol/tobacco/e-cigarettes are found on a learner, the Trust reserves the right to dispose of them. In these circumstances parents/carers will be informed that the alcohol/tobacco/e-cigarettes have been disposed of.

6. Volatile Substances

6.1 The misuse of solvents or hazardous chemicals is prohibited. Where they need to be legitimately used by school staff or learners these substances are stored securely and their use supervised (in the case of learners). Arrangements for use and storage are set out in the Trusts Health and Safety Policy. Individual academies will have their own COSHH (control of substances hazardous to health) assessments and risk assessments for the use of such substances.

7. Drug Education

7.1 The Trust schools deliver a balanced curriculum which aims to:

- Promote the spiritual, moral, cultural, mental, and physical development of learners.
- Prepare learners for the opportunities, responsibilities, and experiences of adult life.
- Promote self-confidence and resilience to enable learners to make informed choices and minimise risk.

7.2 Drug Education is a major component of drug prevention and is an important aspect of the Trust's curriculum. The personal development curriculum of each school within the Trust aims to provide opportunities for learners to develop their knowledge, skills, attitudes and understanding about drugs in an age and developmentally appropriate way by:

- Clarifying misconceptions about the short and long-term effects, as well as the risks, of taking drugs.
- Discussing the rules and laws relating to drugs.
- Discussing the impact of drugs on individuals, their families and communities.
- Developing learners' personal and social skills to make informed decisions and keep them safe and healthy, including assessing, avoiding and managing risk.
- Communicating effectively to be able to resist pressures, find information, help and advice.
- Teaching learners problem-solving and coping strategies. They will also be encouraged to develop self-awareness and their self-esteem. Learners will be able to explore their own and other peoples' attitudes towards drugs, drug use and drug users, including challenging stereotypes, exploring the media and social influences.
- Delivering drug education through various mechanisms, depending on the school – e.g. through PSHE/citizenship lessons/personal development curriculum and assemblies.

7.3 Drug education is delivered within a safe, secure and supportive learning environment. Ground rules ensure the boundaries of discussions are made clear. Group agreements are made to help to foster mutual respect so that learners are ready to listen and discuss each other's opinions and use these variety of teaching strategies in group discussion, drama, visiting speakers, health professionals and the Police.

8. Dealing with a Drug Related Incident

8.1 Any incident involving or in relation to drugs would be considered a 'drug related Incident'. This may include (but is not limited to):

- Finding drugs, or related paraphernalia, on school premises.
- Possession of drugs by an individual (staff or learner) on school premises.
- Use of drugs by an individual (staff or learner) on school premises.
- Supply of drugs on school premises by an individual (staff or learner)
- Individuals (staff or learner) disclosing information about their drug use.
- Learner reports of parents/carers, staff or other learners using drugs.
- Hiding drugs in or around the school premises for later collection (by themselves or by third parties) (both staff and learner)
- Glamourising or encouraging the use of drugs and other substances by an individual (staff and learner)

8.2 Any such incident must always be dealt with on a case-by-case basis, with the welfare of learner(s) and staff involved, as well as those around them, always prioritised. However, as a rule, the following protocol should be applied:

- The Headteacher, or nominated deputy is responsible for managing any drug related incident within their academy. All staff are however responsible for maintaining vigilance and reporting any suspected incident to senior staff.
- Where there is an immediate danger to the health of a learner or individual on the Trust site (for instance following an overdose), their health and safety must be the number one priority, and normal procedures relating to the seeking of medical support must be followed before any other action is taken.
- Where a learner is found to be under the influence of a prohibited substance, the first priority should be to separate them from other learners and unnecessary staff so as to minimise any risk to themselves or others. Where necessary the Police and or an ambulance will be called to aid the situation.
- If there is no medical threat to a learner who is under the influence of a prohibited substance, and they are not a significant threat to others, parents/carers should be contacted and arrangements made for the learner to be collected and removed from site.
- Where a staff member is found to be under the influence of a prohibited substance, the first priority should be to make sure that learners or other staff are not in the immediate area of the staff member. Where necessary the Police and or an ambulance will be called to aid the situation.
- If it is safe to do so and staff deem it necessary, any remaining drugs or related paraphernalia may be seized.
- Where drugs are found on an individual or on a Trust site, they should be removed and placed in the school safe, in a container closed with signed and dated seals. It is the Headteacher's responsibility to secure the product and ensure its safekeeping until it can be disposed of. In the case of a suspected volatile substance, it should be locked in the hazard cupboard in the science department (if possible).
- The seizure of any item during a drug related incident must always be done with witnesses present, and immediately followed with a written statement by the member of staff of how the item came into the school's possession. This statement should be countersigned by a witness to verify its testimony.
- Staff should not attempt to identify the nature of the substance or item seized.
- If it is not possible to seize the drugs, the Police should be called to deal with the incident.
- Where a learner is suspected of having drugs or related paraphernalia on their person, the Trust reserves the right to conduct a search of the individual and/or their property. Where this is needed, staff should always seek the consent of the individual beforehand and always conduct the search with witnesses present. Staff should only search an individual's outer clothing, and any search should be conducted by a member of staff of the same sex as the individual being searched.
- If a learner refuses to be searched, the Police should be called to deal with the incident.
- The disposal of any substance or paraphernalia should be arranged by the school in conjunction with the Police. Extreme care should always be taken by staff (particularly e.g. where needles are involved) and risks should never be taken.
- Depending on the severity and nature of the incident, it may not always be necessary to involve the Police, however where staff are in doubt they should be contacted as a source of guidance on how best to proceed.
- Learners and staff involved in drug related incidents should be dealt with through the appropriate behaviour or disciplinary policies.
- If a substance is discovered on a visit away from the school, but within the UK, the teacher should contact the Headteacher (or designated deputy) without delay. The Headteacher will then advise the staff how to proceed and contact Police local to the discovery.
 - If the visit is abroad, staff will need to be aware that the Police in that country may act differently from those in the United Kingdom. The Headteacher should be contacted without delay. In these circumstances a detailed record of events should be made and countersigned by another member

of staff. If the incident is sufficiently serious, i.e. in terms of numbers of pupils or quantity of illegal drugs recovered, the Headteacher or deputy may consider advising the teacher to consult the British Consulate in that country. In no circumstances should any attempt be made to bring the substance back into the UK. The Headteacher will decide what action, if any, should be taken on return.

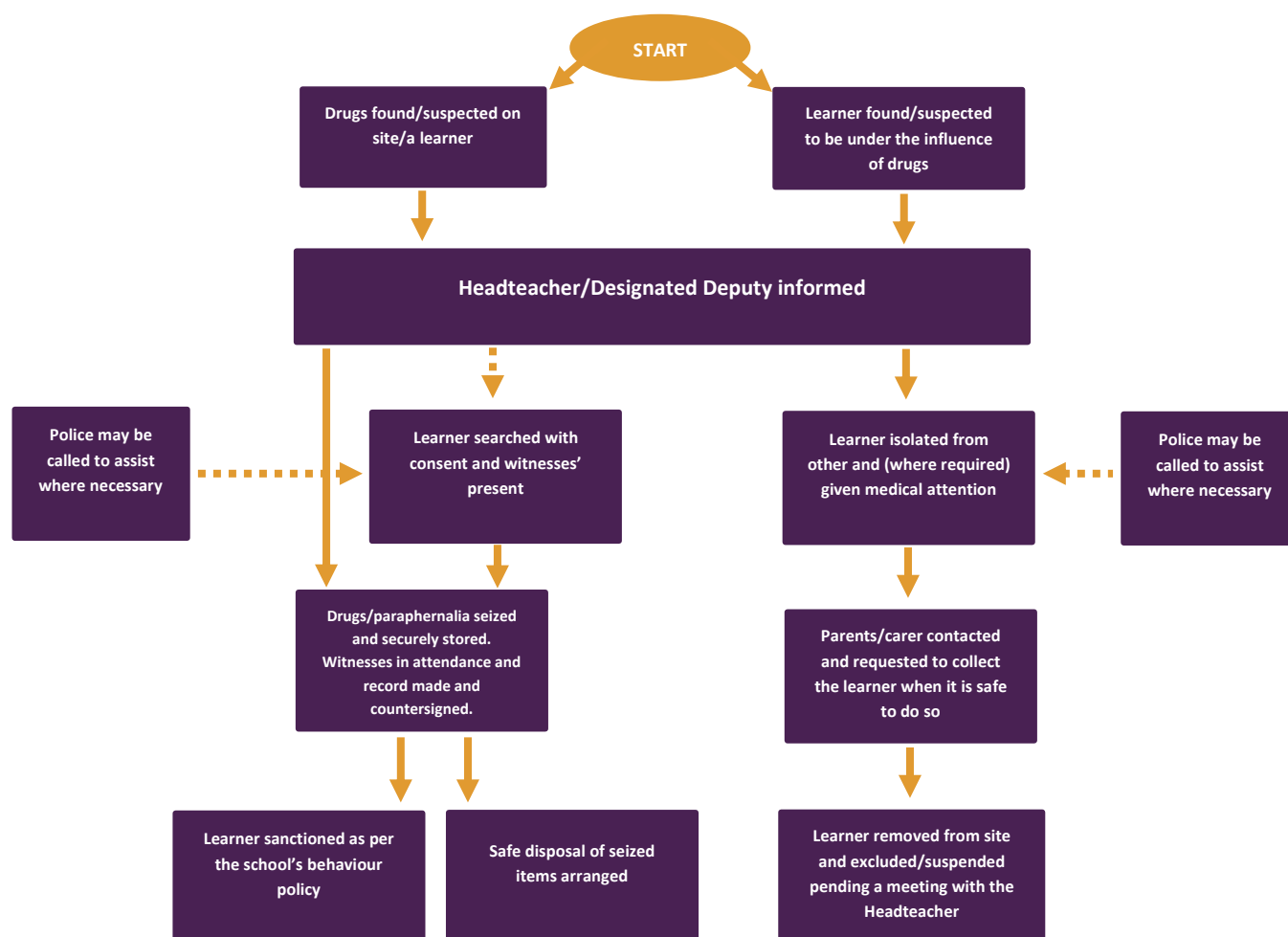
9. Confidentiality

9.1. The Trust will always seek to work with parents and carers when information or allegations of drug use are made. There may however be occasions when, for safeguarding reasons, this may not be appropriate.

9.2. Complete confidentiality can never be promised to a learner, though information given in confidence will not generally be disclosed to anyone else. In particular, if a learner chooses to disclose that they are using a drug without medical authorisation, this information will not be used against them. However, action will be taken to try to ensure the learner comes to no serious harm if this is considered a risk. Regarding disclosures, staff will follow the advice given in the Safeguarding Policy, and at their safeguarding training.

Dealing with a Drug Related Incident (Learner)

(For staff related incidences please refer to the Staff Disciplinary Policy)



A list of Illegal Drugs

Drugs are constantly evolving and changing, making the keeping of an up-to-date list of prohibited substances difficult to compile.

Although not exhaustive, where required please refer to the Government produced list of most common banded substances which is kept as up to date as possible:

<https://www.gov.uk/government/publications/controlled-drugs-list--2/list-of-most-commonly-encountered-drugs-currently-controlled-under-the-misuse-of-drugs-legislation>

Glossary of Common Drug Terms

Drugs are often referred to by other names, making it difficult for staff to identify when a learner is at risk or discussing drug activity. The following list should serve as a guide to staff to help them identify any drug references overheard in a learner's conversation, so as appropriate action can be taken.

Drug	Common Alternative Names
Cannabis:	Reefer, Pot, Weed, Ganja, joints
Xanax:	Zannies, Xs
Valium:	Vs, Vallies
Heroin:	Smack, Dope
Cocaine:	Coke, Bump, Snow, Dust, Crack
MDMA and Ecstasy:	E, Pills, Speed
LSD:	Acid, Doss
Magic Mushrooms:	Shrooms, Mushrooms
Nitrous Oxide:	Nos, Laughing Gas

Possible Signs of Substance Misuse

Possible behaviour which may indicate substance misuse:

- Noticeable difference in availability of money
- Theft of money and goods
- Parent/Carer reports of more time being spent away from home
- Parent/Carer reports of radical changes in behaviour
- Changes in punctuality or attendance
- Change in willingness to participate in school activities
- Decline in performance of schoolwork
- Unusual outbreaks of temper and other changes in character
- Boisterous and silly behaviour and uncontrolled giggling
- Disregard for physical appearance
- Inflammation of the eye and marks around the nose and mouth
- Lack of appetite
- Smells which may be indicative of solvent abuse, eg, acetone
- Heavy use of aftershave, perfume or other oils to disguise the smell of drugs
- Wearing sunglasses at inappropriate times to hide dilated or constricted pupils
- Wearing long sleeves at inappropriate times to hide injection marks
- Injection marks for which there is no known medical explanation, e.g., diabetes

- Unexplained blood marks on clothes
- Unreliable statements
- Secretive behaviour
- Changes in friendship patterns
- Use of substance-oriented language and written expression
- Decline in standards of physical coordination
- Significant changes in energy - lethargy or hyperactivity
- Fluctuations in emotional state from elation to depression
- Frequenting the toilets
- Changes in behaviour after break and/or lunch
- Non-attendance at lunch

Objects that may indicate Drug Misuse

- Foil containers or cup shapes made from silver foil, perhaps discoloured by heat
- Metal tins
- Spoons discoloured by heat
- Pill boxes
- Plastic, cellophane or metal foil wrappers
- Small plastic or glass phials or bottles
- Twists of paper
- Straws
- Sugar lumps
- Syringes and needles
- Cigarette papers and lighters
- Spent matches
- Plastic bags or butane gas containers (solvent abuse)
- Cardboard or other tubes (heroin)
- Stamps, stickers, transfers or similar items
- Shredded cigarettes, home-rolled cigarettes and pipes (cannabis)
- Paper (about 2 inches square) folded to form an envelope (heroin)
- Small silver gas bottles (Nitrous Oxide)