



Winchmore School

learning to realise potential

Drugs Policy



Last Reviewed:	November 2021
Next Review Date:	November 2023
Review Committee:	Educational Performance

Winchmore
School
Reception →
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Policy Statement

As Headteacher of Winchmore School, I have overall responsibility for all health and safety matters within our school, which includes all areas relating to drugs, education and prevention. As such, I am committed to the continuous improvement in health and safety standards for all stakeholders and a better working environment for everyone.

It is essential for the successful implementation of our strategy for health, safety, drugs education and prevention to ensure that access to the right knowledge, skills, and support is available to staff when they need it and that this is widely communicated and understood.

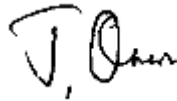
I am committed to the continuous improvement in health, safety, drugs, education and prevention by setting clear objectives and monitoring performance through management plans and proactive audit programmes. All senior and middle leaders must lead by example by demonstrating best practice and ensuring, whenever possible, that all decisions further the school's objectives.

Effective partnerships across the school and beyond are crucial to successful health, safety, drugs education and prevention. Staff training in health, safety, drugs education and prevention are key to achieving a strong health and safety culture which benefits all stakeholders, associated with our school and improves the quality of our provision.

The Governing Body will review this policy biannually.



Jim Orros
Chair of Governors



Jim Owen
Headteacher

Date: November 2021

Introduction including Aims and Objectives

Winchmore School actively seeks to provide an environment where all members of the community are safe from harm. As such, the school takes a robust approach to any individual or group that is in violation of our behaviour, drugs or anti-bullying policies and practice.

Winchmore School promotes and respects human rights. The responsibility to maintain high standards of behaviour lies with all members of the Winchmore School community. The school acknowledges its legal duties under the Equalities Act 2010 in relation to all protected groups including SEND (Special Educational Needs and Disabilities) and will always take their circumstances into account. It is our aim to help all students to be able to take their place safely in a world where a wide range of drugs exist.

The purpose of the Winchmore School Drugs Policy is to:

- clarify the legal requirements and responsibilities of the school
- reinforce and safeguard the health and safety of pupils and others who use the school
- clarify the school's approach to drugs for all staff, pupils, governors parents / carers, external agencies and the wider community
- give guidance on developing, implementing and monitoring the drug education programme
- enable staff to manage drugs on school premises, and any incidents that occur, with confidence and consistency, and in the best interests of those involved
- ensure that the response to incidents involving drugs complements the overall approach to drug education and the values and ethos of the school
- manage drug related incidents in a way that safeguards and upholds the rights of the child as embodied in UN Convention and Human Rights Act

Drugs, Education, Prevention and the Law

Winchmore School recognises the importance of drug education and prevention, which is addressed in the school's:

- PSHCEE Programme
- Tutor Programme, including assemblies
- Different aspects of the curriculum, particularly in science
- The school's Behaviour, Child Protection and other policies
- Partnerships with external agencies, including visiting speakers
- Staff training and induction programme

Definition of a drug

A drug is a substance that affects the way in which the body functions physically, emotionally or mentally. For purposes of this policy, by 'drugs' we are referring to illegal substances and also legal substances such as: alcohol, tobacco, volatile substances, over the counter or prescription medicines and new psychoactive substances. By drugs paraphernalia we mean items such as:

Cannabis grinders
Rolling papers
Filters
Matches
Lighters and pipes etc.

Further to our expectations listed in the whole school behaviour policy, particularly expectations outside and around the school and in the local community:

- Winchmore School will not tolerate the misuse of illegal substances, nor legal drugs, including alcohol, tobacco and prescribed or over the counter medication
- The school is committed to the health and safety of its pupils and will take action to safeguard their well-being
- The school acknowledges the importance of its pastoral role in the welfare of young people, and through the general ethos of the school, will seek to persuade pupils in need of support to come forward

Drugs on school premises

The legal definition of school premises includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles, boats, marquees or any venue managed by the school at the time e.g. premises of a school trip or visit.

- **Medicines**

The school has a policy/procedure for the administration of medicines that must be followed for everyone's safety. We follow procedures recommended by Enfield Health & Safety guidelines. Please refer to our First Aid Policy, managing medicines on the school premises section.

- **Alcohol**

No alcohol may be brought on to school premises or consumed during the course of a school day. Any adult (staff, students, parents, carers and visitors) under the effects of alcohol will be asked to leave the premises and return at a later date for the safety of the whole school. Parents/Carers will be asked to collect their children from the school and will be encouraged to seek immediate medical support.

- **Smoking**

School premises are a no smoking site at all times. Students are not permitted to bring to school smoking materials, including matches and lighters. In the interests of health and safety, should a student be found in possession of any of these on school premises, they will be confiscated, and parents/carers informed. Smoking on the school premises will result in a Fixed Term Exclusion. Smoking close to the school premises is likely to result in a Fixed Term Exclusion based on the discretion of the Headteacher. This also applies to "vaping" and the use of electronic cigarettes.

- **Illegal drugs and "psychoactive substances"**

No illegal drugs, new psychoactive substances or drugs paraphernalia are allowed to be brought on to, or used on school premises. Bringing any such items onto school premises is considered a serious breach of this Drugs Policy. Seeking to influence or glamorise illegal drug use or the use of psychoactive substances either in person on school premises or via social networking sites is also considered a serious breach of this Drugs Policy.

- **Solvents**

The school will ensure that potentially hazardous substances it authorises are stored safely, and students will be supervised if it is necessary that they come into contact with them in the course of their work. Students are not permitted to be in possession of solvents. Bringing solvents or hazardous substances onto school premises is considered a serious breach of this Drugs Policy.

Teaching and Learning - Drugs, Prevention and the Law

The Pastoral Curriculum (including PSHCEE, Tutor Time and assemblies) will be the front line in covering the following topics relating to drugs and substance abuse:-

1. The facts about legal and illegal drugs and their associated risks, including the link between drug use, and the associated risks, including reference to serious mental health conditions.
2. The law relating to substance misuse.
3. The law relating to the supply and possession of illegal substances.
4. The physical and psychological risks associated with alcohol consumption and what constitutes low risk alcohol consumption in adulthood.
5. The physical and psychological consequences of addiction, including alcohol dependency.
6. Awareness of the dangers of drugs which are prescribed but still present serious health risks.
7. How the use of alcohol and drugs can lead to risky sexual behaviour.
8. The facts about the harms of smoking tobacco (particularly the link to lung cancer), the benefits of quitting and how to access support to do so.

These aims are fulfilled through aspects of the pupils' experiences in the taught curriculum, the informal curriculum and through opportunities for extracurricular activities. We deliver in the taught curriculum mainly through PSHCEE, Science and English areas, but other opportunities to reinforce learning will occur in other parts of the teaching programme. The school actively co-operates with other agencies such as Youth and Community Policy, LEA and Health Promotion to deliver its commitment to Drugs Education and to deal with incidents of substance use and misuse. Visitors who support the school will be informed of the values held within this policy.

Responding to Drug Related Incidents In and Out of School

A drug incident may be any of the following:

- Finding drugs, or related paraphernalia, on school premises.
- Possession of drugs by an individual on school premises.
- Use of drugs by an individual on school premises.
- Supply of drugs on school premises.
- Individuals disclosing information about their drug use.
- Student reports of parents, staff or other students using drugs (in and out of school).
- Hiding drugs in or around the school premises for later collection (by themselves or by third parties).
- Glamourising or encouraging the use of drugs and other substances, which includes through social media and online platforms.

A range of responses

Any response should balance the needs of the individual with those of the wider school community, and aim to provide pupils with the opportunity to learn from their mistakes and develop as individuals. The needs of pupils in relation to drugs may come to light other than via an incident, for example, through the pastoral system. Winchmore School will develop a range of responses in line with local guidance and consider all the factors before determining their response. Given that drug problems rarely occur in isolation, responses may need to take a holistic approach rather than focus solely on drugs.

Some possible responses include:

- early intervention and targeted prevention,
- referral,
- counselling,
- behaviour support plans (Level 1 and 2 Behaviour Panel),
- pastoral support.

A holistic approach should involve liaison with a range of services to explore what support is needed.

When a student has been identified by the staff as being in possession of or having experimented with drugs or as being at risk of doing so, he or she will be offered appropriate counselling and support within the school's general arrangements for the pastoral care of its students. At Winchmore School we recognize our responsibility to support the needs of vulnerable pupils and where appropriate may assess pupils using a suitable screening tool.

This will help the school to decide on appropriate specialist onward referral. Interventions may include but is not limited to:

- Police – Safer Schools’ Officer (SSO)
- Merlin Report/MASH Referral
- One to one mentoring
- Restorative justice
- Home visits
- YOT - Screening and assessment referral
 - Support to access appropriate help
- COMPASS/SORTIT - Support to vulnerable young people.
 - Drug advice and early intervention projects
- Education Welfare Service
- Child Criminal and Sexual Exploitation Team

When a crime is actually occurring or immediate danger is present, when police response is required urgently then the 999 system must be used. In all circumstances regardless of the seriousness of the situation the school’s Safer Schools’ Officer to be made aware of for guidance and support.

Some responses may serve to enforce and reinforce the school rules. Any sanctions should always be justifiable in terms of:

- the seriousness of the incident
- the identified needs of the pupil and the wider school community
- consistency with published school rules, codes and expectations
- consistency with disciplinary action for breaches of other school rules (such as theft, violence, bullying).

Exclusion from Winchmore School is not always an automatic response to a drug incident and alternative provision is considered but permanent exclusion is considered in serious cases where there is a serious breach or persistent breaches of our Drugs and/or Behaviour Policies and allowing a student to remain in Winchmore School would seriously harm the education, safety or welfare of the student or others in the school.

A member of the SLT (Deputy Headteacher who is the Designated Safeguarding Lead [DSL] or deputy DSL) will be responsible for coordinating the management of drug-related incidents, offering sources of support and liaising with outside agencies. Incidents will be dealt with after assessing the situation and will be reported to the Headteacher. All incidents and responses will be recorded within 24 hours.

Please refer to the Whole School Behaviour and Anti Bullying Policy for further information.

Individuals in possession of drugs

If any student or adult on school premises is found in possession of an unauthorised drug it will be confiscated, if possible. If the drug is suspected to be illegal, the school will contact the school’s Safer Schools’ Officer or the police for discussion and advice. Illegal substances will be handed to the police to be legally destroyed as soon as possible and not stored. Parents and Carers will be informed (unless for safeguarding reasons this is not in the best interests of

the student) and other professionals such as the local authority, Young Offenders Service, COMPASS, GP, MASH will be informed or consulted as appropriate.

Confidentiality

Winchmore School will always seek to work with parents and carers when information or allegations of drug use are made. There may be occasions when, for safeguarding reasons, this may not be appropriate (please refer to our Child Protection and GDPR policies for more information on this).

Complete confidentiality can never be promised to a student though information given in confidence will not generally be disclosed to anyone else. In particular if a student 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 student comes to no serious harm if this is considered a risk. Regarding disclosures staff will follow the advice given in the Child Protection policy, and at the annual safeguarding training.

Searching a pupil on the school premises

Winchmore School reserves the right to search pupils if there is a reason to believe that a pupil is carrying offensive weapons, illegal substances or anything that is illegal, dangerous or thought to be dangerous. Although the right to search applies to all members of staff, staff must use their professional judgement to determine the seriousness of the incident before conducting a search. The following information has been provided to support staff in making an appropriate judgement.

Winchmore School works closely with the Safer Schools Officer. If students are involved with any activity which breaks the law the police will be involved, and may undertake searches and the confiscation of items.

General guidance for searching a pupil

Please note there are different circumstances for searching with consent and without consent and it is important to note that these are listed below.

- Members of staff should avoid 'on the spot searches' and refer the incident to the DSL or member of the leadership team in accordance with Child Protection Procedures.
- When searches take place, the searcher must be the same sex as the pupil being searched; and there must be a witness (also a staff member) and, if possible, the witness should be the same sex as the pupil being searched. (There is a limited exception to this rule. You can carry out a search of a pupil of the opposite sex to you and/or without a witness present, but only where you reasonably believe that there is a risk that serious harm will be caused to a person if you do not conduct the search immediately and where it is not reasonably practicable to summon another member of staff.)

The following items may be a cause for a search

- Knives or weapons, alcohol, illegal drugs and stolen items.
- Tobacco and cigarette papers, fireworks and pornographic images.
- Any article that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury, or damage to property.
- Any item banned by the school rules which has been identified in the rules as an item which may be searched for.

Searching with consent

- School staff can search pupils with their consent. It is enough for the teacher to ask the pupil to turn out his or her pockets or bag, or for the teacher to look in the pupil's bag or locker if they feel the pupil is in possession of a banned item.
- Winchmore School will make it clear in their school behaviour policy and in communications to parents and pupils what items are banned.

Searching without consent

- Members of staff are able to search a pupil without the pupil's consent, however, the headteacher must give their authorisation for a search to take place.
- If the pupil refuses to give their consent when asked to be searched by a member of staff, the member of staff must follow the procedure for Child Protection and make an immediate referral to the DSL or a member of SLT.

Appendix 1: Useful Links and Organisations

- Winchmore School [Health & Safety Policy](#)
- Winchmore School [Behaviour Policy](#)
- Winchmore School [Safeguarding Policy](#)
- Winchmore School [First Aid & Welfare Policy](#)
- **ADFAM** offers information to families of drug and alcohol users, and the website has a database of local family support services.
Tel: 020 3817 9410 Email: admin@adfam.org.uk
Website: www.adfam.org.uk
- **Alcohol Change uk** works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems Tel: 020 3907 8480 Email: contact@alcoholchange.org.uk
Website: www.alcoholconcern.org.uk
- **ASH (Action on Smoking and Health)** A campaigning public health charity aiming to reduce the health problems caused by tobacco.
Tel: 020 7404 0242 Email: enquiries@ash.org.uk
Website: [Action on Smoking and Health \(ASH\)](http://Action on Smoking and Health (ASH))
- **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 714 650 (general queries only) Email: info@coramclc.org.uk Website: www.childrenslegalcentre.com
- **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 7766 9900
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: 0300 123 1110 (lines are open 24 hours a day)
- **Drugwise** 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.drugwise.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: 0300 123 6600
Email: frank@talktofrank.com
Website: www.talktofrank.com

- **Family Lives** - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects.
Tel: 0808 800 2222
Website: www.familylives.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.
Text: 07496 959930
Information line: 01785 810762.
Email: info@re-solv.org
Website: www.re-solv.org
- **Smokefree** - NHS Smoking Helpline: 0300 123 1044;
Website: <https://www.nhs.uk/smokefree>
- **Stars National Initiative** offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse.
Website: www.childrenssociety.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>
- **2017 Government Drug Strategy**
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/628148/Drug_strategy_2017.PDF
- **Drugs Penalties**
<https://www.gov.uk/penalties-drug-possession-dealing>

If you would like this policy translated please let us know. If you would like to provide feedback on the policy please email office@winchmore.enfield.sch.uk.