



# **ALCOHOL, SMOKING, DRUGS AND SUBSTANCE ABUSE POLICY**

## **Alcohol, Smoking, Drugs and Substance Abuse Policy**

The School is committed to the health and safety of all its members and will take action to safeguard their well-being. **The term drugs in this policy is a 'substance people take to change the way they feel, think or behave and refers to alcohol, tobacco, illegal drugs, prescribed drugs, legal highs and volatile substances'.**

The possession, use or supply of illegal drugs or legal highs in the school context, which is defined as on any School premises or during any School activity, is totally forbidden. Any such instance will be viewed as an extremely serious disciplinary matter and the likely outcome is permanent exclusion from the School.

In its response to drugs misuse and in the education it provides on drugs, the School follows the guidance given in *DfE and ACPO drug advice for schools, [September 2012]*. This document should be read in conjunction with the School policies on safeguarding and child protection, behaviour for learning, trips and visits, pastoral care and statements of School expectations in the School Planner.

The Headmaster or Deputy Heads will inform parents at the earliest appropriate opportunity in situations involving the possession, use or supply of illegal substances in the school context. [There is no legal requirement to do this before searching]. We believe that it is important to deliver a clear, consistent moral framework that promotes the integrity of our community, and gives all of our students the understanding and self-confidence to reject illegal drugs and substances. We want good citizenship and respect for the law to flourish.

### **1. Alcohol**

Calder High School recognises its duty to discourage and deter unhealthy and immoderate patterns of drinking, whilst helping to educate our students in the balanced, limited, social use of alcohol if and when appropriate. We have a zero tolerance to the consumption of alcohol.

At all times students at Calder High School are bound by the law <https://www.gov.uk/alcohol-young-people-law> with some additional School restrictions. In the School context, no student may drink or bring alcohol onto School premises, or take it on School outings, trips, expeditions, fixtures, etc. In addition, no student may visit licensed premises during the School day

### **2. Smoking**

Under no circumstances may any student at the Calder High School smoke or otherwise be in possession of tobacco or products relating to e-cigarettes on the way to and from School, at any point during the School day, at any event representing School or during any visit or trip organised by the School. The whole site is non-smoking.

The supply of smoking related substances in School is a serious matter; any breach of the rules will follow the School discipline procedure.

### **3. Over the counter and prescribed-medication**

The First Aid Officer is able to provide paracetamol to students if parents have signed the paracetamol policy and agree to medication being given in advance, hence there should be no need for students to carry their own. However if any other over the counter medication is required on a regular basis the First Aid Officer should be informed that the student is taking the medication. If parents want antihistamines or other prescribed medicines (including antibiotics) to be given at school they will need to fill out and sign a 'parental agreement for School to administer medicine' form and bring the medicine to the medical room for safe storage. Any further advice on this should be sought from the school's First Aid Officer immediately. If students use an epi-pen they should keep one in their possession at all times and leave one in the medical room. An individual health care plan provided by the parents which has instructions on the condition, symptoms, treatment and contact details should also be provided. This also applies to diabetics who may keep insulin in the medical room.

#### **4. Drugs**

##### **a) Drugs Education**

For students the School supports the following educational aims:

[Redacted]

[Redacted] nformed choices by increasing knowledge of such substances, and by developing and practising skills for avoiding the use of them through effective PHSE teaching and other teaching within the curriculum; this may involve the use of outside speakers.

[Redacted] ovide accurate information about drugs in an age-appropriate manner through teaching above, including the moral and social implications of drugs use.

[Redacted]

[Redacted] to identify sources of appropriate personal support.

[Redacted]

importance of complying with the criminal law.

##### **For staff:**

The Headmaster ensures that all staff members are made aware of this policy.

##### **For parents or carers:**

In addition, parents or carers and outside agencies are also kept informed. The policy is also posted on the School website and hard copies can be obtained by parents or carers if requested

##### **b) Drug-related incidents in the School context and searches**

We will always investigate rumours about involvement in illegal drugs and substances. The Deputy Head [Pastoral] or in his absence the Deputy Head [Academic] supported by the Year Achievement Leaders directs any investigations arising from this policy. Each incident will be considered individually and the implications of the action to be taken weighed very carefully, but exclusion or permanent exclusion must be seen as the most likely outcome.

Investigations may involve interviewing a number of other students, viewing CCTV footage, the searching of lockers, bags or external clothing with consent from either the parents or the student if they are mature enough and fully understands the procedure. [It may be necessary under the Misuse of Drugs Act 1971 to search without consent under the direction of the Headmaster, when there are reasonable grounds to suspect a student has a prohibited item in their possession]. The member of staff in leading the investigation will determine the need to contact parents for consent or not. If the student refuses the consent, they will be asked to explain why, and this may be taken into account for future discipline and actions on conclusion of the investigation. Calder High School may then contact the police if they feel this is needed. If the parent refuses consent then the School may draw inferences from their demeanour and again the police may be informed.

When a search is carried out, it will be done so in such a manner so that minimal embarrassment or distress is caused. If a student is searched, the searcher and the second member of staff will be of the same gender as the student.

Any drugs that are found as a result of investigations will be immediately confiscated and held securely by a member of the Senior Management Team in a sealed bag or container [in the presence of a second witness], clearly labelled with date, time, witnesses and student's name. If it is clear that the student involved has broken the law then the police will be informed at this stage by the Deputy Head [Pastoral] or the Deputy Head [Academic] assisted by the YAL in his absence [or in the case of an Infant or Junior student, the Head of Infant and Junior School]. The Headmaster and parents will be informed at this stage if they have already been informed.

### **c) Students seeking support**

Calder High School expectations make it perfectly clear that the possession and supply of non-prescribed drugs on the School site is a very serious matter which in a number of cases will lead to the permanent exclusion of the student[s] involved.

However, the School's primary concern is to the student and their welfare and to the welfare of the School community as a whole. Any student who is genuinely seeking help on a drugs-related matter will be supported in a non-disciplinary manner. The student will be given support and guidance and the information disclosed will be dealt with in the appropriate manner, taking into account any safeguarding implications that may arise. It may be the case that information needs to be shared with other professionals so that appropriate help can be gained for the student concerned. The students can approach any member of staff for support in this area. If a student is found to be under the influence of drugs on the School site then our immediate priority is the safety and medical treatment for that student.

Once again the school Safeguarding and Child Protection Policy may come into effect. Students can refer themselves by talking to Mrs Baxter the School Welfare manager.

#### **d) Drugs Helpline**

Drink aware: 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 <http://www.drinkaware.co.uk/>

ASH [Action on Smoking 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](mailto:enquiries@ash.org.uk) Website: [www.ash.org.uk](http://www.ash.org.uk)

Smoke free, NHS Smoking Helpline: 0800 169 0 169 Website: <http://smokefree.nhs.uk>

24 hour confidential telephone advice about drugs is offered by the National Drugs Helpline, also called *Talk to Frank* 0300 123660 <http://www.talktofrank.com/>

### **5. School trips and visits**

School expectations apply on trips and visits. The above policy and procedures apply whether the student is on site or on a trip or visit.

### **6. Discipline**

As a School we recognise that a number of different incidents could occur that will require different consequences. The Deputy Head [Pastoral] or the lead investigator will report to the Headmaster on each incident. Appropriate counselling will be available to any student for whom this is deemed necessary or for a student perceived to be at risk.

The final disciplinary decisions will be made by the Headmaster [in consultation with the Chair of Governors if a permanent exclusion is under consideration]. The School Behaviour and Discipline Policy [Appeals by Parents] outlines the right to appeal following any decision by the Headmaster and appeals must follow the School's process.

### **8. Parents and carers under the influence of drugs**

If a parent or carer is found to be under the influence of drugs on the School site such that a member of staff feels they are a risk to the students, they must be asked to leave. If a parent or carer is around students from the School away from site, the member of staff must act in the best interests of the students and remove the students from the situation and if possible ask the parent or carer to leave. The School's Safeguarding and Child Protection procedures may come into use in these circumstances. It may also be appropriate to suggest agencies that may be able to help.

## HEALTH & SAFETY POLICY

***"As Yorkshire's oldest comprehensive school we aim to create an environment for success, security and happiness in partnership with parents and the community."***

### **OUR VALUES:**

Our endeavours to create an exceptional school are built on the following values:

#### **Students:**

- Every individual is valued, respected, nurtured, challenged and developed in a way that reflects personal need and culture.

#### **Colleagues:**

- **We trust, learn from, inspire and support each other.**

#### **Parents/Carers:**

- Parents and Carers are our partners in the education of their children and we actively seek their views and support.

#### **Partners:**

- We work enthusiastically with our partners to enrich the life of our school and the wider community.

#### **Climate:**

- We seek out and celebrate success recognising that every one of us thrives in a climate of praise and recognition.

#### **Improvement:**

- We are creative, innovative and willing to take risk in the pursuit of excellence

#### **Quality:**

- We aspire to excellence and measure ourselves against the highest standards.