



DRUG EDUCATION AND INCIDENTS POLICY

Status	Statutory	Date created	April 2012
Any other statutory names for this policy (where applicable)		Date first approved	12 June 2012
Responsibility for this policy	Deputy Headteacher	Date last reviewed	November 2017
Governors' Committee with responsibility for its review	T&L Committee	Frequency of review	Every two years
Tick here if Bucks Policy attached in its entirety		To be put on the school website? (Yes/No)	Yes
Approval necessary	Whole Governing Body		

1. Introduction

The school has drawn up this policy with regard to DfE and ACPO drug advice for schools, September 2012. Where the document refers to drugs, this includes alcohol, tobacco, nicotine (in the form of e-cigarettes), illegal drugs, medicines, new psychoactive substances (NPS)¹ and volatile substances, unless otherwise specified.

This document does not solely focus on drug education. It covers broader behaviour and pastoral support, as well as managing drugs and drug-related incidents within schools.

2. Governors' and Headteacher's Statement of Principles

Aylesbury High School regards itself as a health-promoting school and recognises the importance of educating students about the use and misuse of drugs. It also recognises the importance of staff acting as role-models in their behaviour.

It is a smoke-free site for all staff, students, volunteers and visitors. Students are not allowed to smoke during the school day on the school premises, or on the way to and from school, either on school buses or on foot, or at any time when involved in activities connected with the school. This includes students in Year 11 who, as a privilege, are allowed off the school site on a Wednesday lunch time. Year 12 and 13 students should not smoke in the vicinity of the school.

No alcohol is allowed on the school premises during the school day unless it is for an AHS event or similar or a gift to a member of staff, in these circumstances the alcohol will be under the supervision of the school staff. While on duty, members of staff may not consume alcohol.

Caretaking staff look out for and report any signs of drug misuse on the site, for example, any drug

¹ Many of the substances are now under the control of the Misuse of Drugs Act 1971 ... [and] some NPS products can also contain illegal substances.

paraphernalia or signs of tobacco or alcohol.

Any misuse or possession of drugs, including alcohol and tobacco, by students whilst on the school premises, whilst travelling to and from school or whilst involved in an off-site school activity will be treated very seriously using the full range of the school's sanctions, in accordance with the Behaviour and Exclusions Policy. The school makes use of both internal and external sources of support and guidance for any students who are dealt with as a result of this policy.

3. Hirers

Alcohol may only be sold in accordance with the provisions of the appropriate license. When a license is granted it is on the understanding that alcohol will not be sold to a minor. Permission for alcohol to be brought on site can only be granted to adult groups when the school receives sufficient advance notice to check that all other user groups do not object.

Total adherence to the school's non-smoking policy is a condition of hiring any part of the school's premises at all times.

4. Role of Drugs Education

The school aims to provide students with enough information to make informed choices about drugs, both legal and illegal, where drugs are defined as substances which, when absorbed into the body, alter normal functioning. It also aims to enable young people to identify sources of appropriate personal support.

4.1 What is Drugs Education?

Drugs Education involves providing students with accurate information about substances (both legal and illegal), including the implications and possible consequences of use and misuse. It widens the understanding about related health and social issues.

4.2 Why teach Drugs Education?

Drugs Education at Aylesbury High School is taught with an emphasis on personal responsibility, respect for self and others, the understanding and encouragement of assertiveness and the promotion of positive self-esteem.

4.3 Inclusion

Aylesbury High School is committed to a policy of equal opportunities for all students. Drugs education and PSHE (through Learning for Life, L4L) is an entitlement for all students regardless of their own particular beliefs, gender, social class or ability and the curriculum and learning approaches are planned with this in mind.

5. AHS Drugs Education Programme

5.1 Aims of the programme

- To enable students to make healthy informed choices by increasing knowledge, challenging

- attitudes and developing and practising skills of self-assertiveness
- To provide accurate and up to date information about substances
 - To increase understanding about the implications and possible consequences of use and misuse
 - To widen understanding about related health and social issues e.g. sex and sexuality, crime, HIV and AIDS
 - To seek to minimise the risks that users and potential users face
 - To enable young people to identify sources of appropriate personal support

5.2 Place in the curriculum

Delivery of the Drug Education Programme is delegated to L4L staff, working in conjunction with the pastoral team. In addition, certain biological aspects are delivered through Science lessons. Other subjects, such as English and Modern Foreign Languages, also cover elements of the Drug Education Programme through individual projects.

5.3 Content, methodology and resources

The school provides a planned drug education curriculum through L4L to reflect knowledge, understanding, attitudes and social skills, this will:

- Enable students to make healthy, informed choices
- Promote positive attitudes to healthy lifestyles
- Provide accurate information about substances
- Increase understanding about the implications and possible consequences of use and misuse
- Widen understanding about related health and social issues
- Enable young people to identify sources of appropriate advice and personal support

In addition, Year 10 students take part in a workshop as part of the annual Health Day. Active learning methods include the use of quizzes, case studies, research, role play, video, small group discussion and use of appropriate guest speakers.

Teaching is conducted in a safe learning environment through the use of ground rules and distancing techniques so that students are not put on the spot or expected to discuss their own personal issues in class. This teaching continues into the Sixth Form.

5.4 Dealing with questions

Teachers should establish clear parameters about what is appropriate and inappropriate to discuss in a whole-class setting. If a verbal question is too personal the teacher should remind the students of the parameters set.

Teachers should set the tone by speaking in a matter-of-fact way and ensuring that students discuss issues in a way which does not encourage giggling and silliness. Explicit or difficult questions do not have to be answered immediately but it should be made clear that they may be addressed at another time or on a one to one basis.

5.5 Monitoring, evaluation and assessment

The programme is regularly evaluated by the pastoral team. The views of students and teachers who

deliver the lessons are used to make changes and improvements on an ongoing basis.

Pastoral support for students

5.6 The nature of support available to students

The school takes its role in the promotion of student well-being seriously. Staff may be approached for help on an individual basis. They offer a listening ear and, where appropriate, information and advice. Where appropriate, students are referred to the Student Welfare Coordinator and/or outside agencies. The school will keep up to date about the development of local services and national helplines for young people and form working relationships with local agencies that are relevant to student needs. All staff are made aware of the school's confidentiality policy.

6. Incidents

i) Tobacco

A student who is thought to be in possession of cigarettes, e-cigarettes or other tobacco products must be reported immediately to the Year Head or a member of the Leadership Team, who will then take the following actions:

- The Year Head, supported by an additional member of staff, will ask the student for the tobacco products, or ask her to turn out the contents of her bag. Any items will be confiscated and made available for a parent/carer to collect at a later date. The student's locker may be searched.
- Parents/Carers will be informed.
- For second and subsequent offences the students will be treated more severely, with possible withdrawal of privileges and the offer of counselling. It is expected that this offer will be accepted.
- If a student is found smoking on a school trip, the above will apply and she may be denied future trips with the school.

ii) Solvents

A student who is thought to be misusing solvents should be reported immediately to the Year Leader or member of the Leadership Team, who will then take the following actions:

- The Year Head, supported by an additional member of staff, will ask the student for the solvents, or ask her to turn out the contents of her bag. Any solvents will be confiscated and made available for a parent/carer to collect at a later date. The student's locker may be searched.
- Parents/Carers will be informed.
- For second and subsequent offences, the student will be treated more severely, with possible withdrawal of privileges and the offer of counselling. It is expected that this offer will be accepted.
- If a student is found misusing solvents on a school trip, the above will apply and she may be denied future trips with the school.

iii) Alcohol/NPS

A student who is thought to be in possession of, or under the influence of, alcohol/NPS must be reported immediately to the Year Head or member of the Leadership Team, who will then take the following action:

a) under the influence:

- The priority is to get the student away from other students and off the school premises.
- The student will be placed in the medical room with a member of staff.
- Parents/Carers will be contacted and asked to come and take their daughter home.
- If appropriate, the student will be taken to hospital or emergency services contacted.
- On return to school, the student will be seen with her parents by the Headteacher or Deputy Headteacher.
- This offence may lead to exclusion and counselling will be offered.
- If the incident occurs on a school trip, the above will apply and the student may be denied future trips with the school.

b) in possession:

- A student who is reported bringing alcohol on to the premises will have the alcohol confiscated and made available for a parent/carer to collect at a later date.
- Parents/Carers will be informed.
- In most cases parents/carers will be asked to come into school to discuss the incident with either the Deputy Headteacher or other member of the Leadership Team.
- Offences of this nature may result in exclusion and the student will be offered counselling.
- If the incident occurs on a school trip, the above will apply and the student may be denied future trips.

iv) Illegal substances

A student who is thought to be in possession of or under the influence of illegal substances must be reported immediately to the Headteacher, or in his absence, to the Deputy Headteacher, or other member of the Leadership Team who will then take the following action:

a) Under the influence:

- The priority is to get the student away from other students and off the school premises.
- The student will be placed in the medical room with a member of staff.
- Parents/Carers will be contacted and asked to come and take their daughter home.
- If appropriate, the student will be taken to hospital or the emergency services will be contacted.
- On return to school, the student and her parents will be seen by the Headteacher or Deputy Headteacher. Drug counselling will be offered.
- The previous record of the offender will be taken into account and may influence the pattern of sanction, including the involvement of the police.
- An offence may lead to exclusion and if it does the the police will be involved.
- If the incident occurs on a school trip, the above will apply and the student is likely to be denied future trips with the school.

b) Possession on premises:

- A search of school property will be instigated.
- The student will be asked to display her belongings. If she refuses, police advice will be sought at this point.
- Any substances found and suspected of being illegal, will be confiscated and the police informed immediately.
- Parents/Carers will be contacted and asked to come to school to speak to the Headteacher or

Deputy Headteacher.

- Drug counselling will be offered.
- An offence may lead to exclusion.
- If the incident occurs on a school trip, the above will apply and the student is likely to be denied future trips with the school.

c) Dealing in, or on the way to or from, school:

- Dealing in illegal substances is likely to incur the severest sanctions, including permanent exclusion.
- The student(s) will be placed in temporary isolation whilst an investigation is being carried out.
- Written statements will be collected from the student/s involved, independent student and staff witnesses.
- A search of school property will be instigated.
- The student will be asked to display her belongings. If she refuses, police advice will be sought at this point.
- Any substances found and suspected of being illegal, will be confiscated and the police and parents/carers informed immediately.
- If no substances are found, but the investigation points to dealing having taken place, parents/carers will be contacted and asked to come to school to speak to the Headteacher or Deputy Headteacher. The police will be informed.
- Other outside agencies may also be involved, such as drug counselling services.
- If the incident occurs on a school trip, the student is likely to be denied future trips with the school if she is not permanently excluded.

7. How the policy will be monitored and evaluated

The policy will be monitored by the Deputy Headteacher. Monitoring and evaluation will take the form of annual interviews with random samples of students as part of the Pastoral Reviews and inclusion of pertinent questions on surveys as part of self-evaluation.

8. Roles and Responsibilities

The **Governing Body** is responsible for ensuring that:

- the School's Drug Education and Incident Policy is maintained and updated regularly
- procedures and strategies related to the policy are implemented

The **Headteacher** is responsible for:

- ensuring that all members of the school community are aware of and comply with the Drug Education and Incident Policy
- ensuring that staff are aware of their responsibilities and are given relevant training and support
- using exclusion as a sanction in line with the Behaviour and Exclusions Policy

The **Deputy Headteacher** is responsible for:

- overseeing the implementation of the Drug Education and Incident Policy

All staff are expected to:

- understand and comply with the School's Drug Education and Incident Policy
- deal with incidents that may occur

- make explicit, in a constructive and positive way, what behaviour is expected of students and what is unacceptable
- challenge inappropriate/unacceptable behaviour
- provide students with a good role model (in accordance with the staff code of conduct)

Students/parents/carers, visitors and contractors are expected to:

be aware of and comply with the school's Drug Education and Incident Policy and the document **Carrying medicines at AHS**

9. Useful organisations

www.addaction.org.uk

Addaction is one of the UK's largest specialist drug and alcohol treatment charities. As well as adult services, they provide services specifically tailored to the needs of young people and their parents. The Skills for Life project supports young people with drug misusing parents.

www.adfam.org.uk

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services.

www.alcoholconcern.org.uk

Alcohol Concern 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

www.ash.org.uk

ASH (Action on Smoking and Health). A campaigning public health charity aiming to reduce the health problems caused by tobacco.

www.childrenslegalcentre.com

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.

www.drinkaware.co.uk

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: 0300 123 1110

Drinkline - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking.

drugwise.org.uk

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.

www.talktofrank.com

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.

www.mentoruk.org.uk

Mentor UK is a non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives.