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OUTSTANDING IN ALL AREAS

# CHERRY TREE SCHOOL DRUG AND ALCOHOL POLICY

DATE AGREED / REVIEWED: SEPTEMBER 2017, SEPTEMBER 2018, SEPTEMBER 2019, SEPTEMBER 2020, SEPTEMBER 2021, SEPTEMBER 2022, SEPTEMBER 2023, SEPTEMBER 2024, SEPTEMBER 2025

DATE OF NEXT REVIEW: SEPTEMBER 2026

HEADTEACHER SIGNATURE:

MANAGEMENT COMMITTEE CHAIR SIGNATURE:

ALL STAFF MUST HAVE ACCESS TO THIS POLICY, AND SIGN TO CONFIRM THAT THEY HAVE READ, UNDERSTOOD AND WILL ADHERE TO ITS CONTENTS.

# Cherry Tree Drug and Alcohol Policy

## Introduction

It is the aim of Cherry Tree School to help all pupils to be able to take their place safely in a world where a wide range of drugs exists. We recognise that some drugs have beneficial effects, but also that every drug has potential to harm. For this reason, all drugs need appropriate and responsible care and management. In order to be able to make informed choices, staff and pupils need to understand the nature of drugs, their social and legal status, their uses and effects.

## Aims

- To support the school endeavours to maintain the safety and well-being of all pupils, staff and visitors
- To clarify legal responsibilities, entitlements and obligations
- To support all the members of the school community by providing clear guidance and procedures on drug related issues to ensure clarity and consistency
- To develop a whole school approach to drug education in the context of the school curriculum

## Key roles and responsibilities

The Headteacher and School Operations Manager are responsible for drug related issues within the school.

## Inclusive definition of drugs

Cherry Tree School defines a drug as a substance which, when taken into the body, changes the way we feel, the way we perceive things, and the way our body works. This definition includes illegal substances and also legal substances such as alcohol, tobacco, solvents and medicines.

## Drug and Alcohol Education

Drug education in our school aims to enable pupils to make healthy informed choices by increasing their knowledge, exploring a range of attitudes towards drug use and developing and practicing decision making skills. The programme we follow will be based on national and local guidelines for good practice and be appropriate to the age and experience of our pupils.

## Content and delivery

Teaching will be based on an understanding that a variety of approaches should be used in order to meet the differing needs and learning styles of pupils. It is recognised that active or participatory learning styles can be particularly helpful in developing skills, knowledge and values.

## **Managing drug related incidents: routine arrangements**

### **Medicines**

The school has a policy/procedure for the administration of medicines that must be followed for everyone's safety. Our practice is in line with guidance as recommended by The Department for Education.

### **Alcohol**

Alcohol is not permitted to be brought into or used on school premises.

Please note: Visitors deemed to be 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.

### **Tobacco**

The school is a no smoking site at all times; indoors, outdoors, and including school vehicles. Pupils are not permitted to bring to school smoking materials, including matches and lighters (unless in a very unusual and / or extreme circumstance there is a specific plan in place which is agreed by parent / carer / social worker and school and an in-depth risk assessment is put in place). In the interests of health and safety, should a pupil be found in possession of any of these on school premises, they will be confiscated.

### **Solvents**

The school will ensure that potentially hazardous substances are stored safely, and pupils will be supervised if it is necessary that they come into contact with them in the course of their work. Pupils are not permitted to be in possession of solvent based products.

### **Illegal drugs**

No illegal drugs are permitted to be brought into or used on school premises.

### **Incidents**

A drug related incident may include any of the following:

- A pupil who is suspected of being under the influence of a drug
- 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
- Rumours of drug possession supply or drug use
- Reports of drug possession supply or drug use

## **Guiding principles**

- A designated member of staff is responsible for coordinating the management of drug related incidents, offering sources of support and liaising with outside agencies.
- Incidents will be dealt with after making an assessment of the situation and be reported to the Headteacher.
- Appropriate support will be offered to those with substance misuse problems.
- Suspicion or evidence of drug use or possession will result in the pupil(s) being sent home. Pupils will not return to school until they are no longer under the influence. Relevant staff and agencies will be contacted.
- Evidence of drug use or possession may result in exclusion.

The school will always seek to respond appropriately to each individual case by selecting from a range of possible responses, that which is most appropriate.

## **Procedures**

### **Medical emergencies**

If an individual is unconscious, is having trouble breathing, is seriously confused or disorientated, has taken a harmful toxic substance or is otherwise at risk of immediate harm medical help will be sought and first aid given if required. The priority will be the pupil's safety.

### **Individuals in possession of drugs**

If any pupil or adult on school premises is found in possession of an unauthorised drug it will be confiscated. If the drug is suspected to be illegal, the school will contact the police and immediately hand over the drug. If the substance cannot be legally destroyed or disposed of it will be handed to the police as soon as possible and not stored for any longer than is necessary. Talking with an individual about a drug related incident will have as its purpose to confirm or reject suspicions or allegations, rather than to conduct a wider investigation. Parents / carers of pupils will be informed and other professionals from the LA, Young Persons Substance Misuse Service, Youth Service, Police, School Nurse, Social Services etc. may be informed or consulted as appropriate.

### **Support for pupils**

Following actions to preserve immediate safety, the health and emotional needs of pupils will be considered. Support is available through the pastoral system to ensure a caring response to pupils in distress. Interventions will be considered if the school feels a pupil is showing signs which indicate particular risks of, or from, involvement with drugs, whether their own or that of their parent or carer. Such interventions may include consultation and subsequent referral.

## **Recording**

All incidents will be recorded within 24 hours. Forms will be stored securely in the safeguarding file and sent to any appropriate agencies.

## **Confidentiality**

Complete secrecy can never be promised to a pupil, though information given in confidence will only be disclosed to anyone else in the interests of Child Protection. If a pupil discloses that they are using a drug without medical authorisation, action will be taken to ensure that the pupil comes to no serious harm if this is considered a significant risk. Staff have a commitment to inform the pupil in advance of any disclosure of information to others and if possible, enable the pupil to be involved in the process. Staff are committed to protect a young person's anonymity where their disclosure may implicate others. Regarding disclosures staff need to carefully define and communicate the boundaries of confidentiality offered.

## **Staff training and support**

We recognise the need for staff to receive appropriate training to support their work in delivering the school programme of drug education and dealing appropriately with incidents should they arise. The headteacher, or other appropriate member of staff, will organise training related to the identified needs of staff as required.

**This policy will be reviewed annually by the Headteacher and or the  
Management Committee**