



KING EDWARD VI
HIGH SCHOOL FOR GIRLS

King Edward VI High School for Girls Drugs and Harmful Substances Policy

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DRUGS AND HARMFUL SUBSTANCES POLICY

1. INTRODUCTION AND SCOPE

- 1.1 We are committed to promoting a healthy, safe environment at King Edward VI High School for Girls (We/the school), in which good citizenship and respect for the law can flourish. We believe that it is important to deliver a clear, consistent moral framework that promotes the integrity of our community and gives all our pupils the understanding and self-confidence to reject drugs and other harmful substances, and to make sensible decisions with regards to the consumption of alcohol, tobacco/ nicotine and vaping products.
- 1.2 This policy applies to all pupils at the school (including those aged 18 or 19) and at all times when a pupil is:
- 1.2.1 in or at school;
 - 1.2.2 representing the school or wearing school uniform;
 - 1.2.3 travelling to or from school;
 - 1.2.4 on school-organised trips;
 - 1.2.5 associated with the school at any time.
- 1.3 This policy shall also apply to pupils at all times and places in circumstances where failing to apply this policy may:
- 1.3.1 affect the health, safety or well-being of a member of the school community or a member of the public;
 - 1.3.2 have repercussions for the orderly running of the school; or
 - 1.3.3 bring the school into disrepute.

2 AIMS

- 2.1 The aims of this policy are to:
- 2.1.1 promote safety, welfare and good physical and mental health;
 - 2.1.2 promote a mature and moderate approach to the use of alcohol;
 - 2.1.3 reduce the risk of alcohol-induced misconduct in and out of the school;
 - 2.1.4 prevent smoking, vaping and the misuse of drugs and substances in and out of the school; and
 - 2.1.5 keep drugs out of the school.

3 TERMINOLOGY

- 3.1 The expressions "drugs" and "substances" refer to the possession, use and supply of controlled drugs and the paraphernalia of drugs or substances intended to resemble drugs, or 'legal' drugs which can be obtained from a chemist shop, performance enhancing drugs, anabolic

steroids, glue, solvents, substances known as "legal highs" and other substances held or supplied in each case for purposes of misuse.

- 3.2 "Alcohol" means intoxicating liquor of all descriptions (including beer, cider, wine and spirits).
- 3.3 "Biological sample" means a sample of breath, saliva, hair or urine provided by pupil in accordance with the procedures set out in this policy.
- 3.4 "Tobacco" means any tobacco-related product and paraphernalia including cigarettes, cigars and pipes and any other smoking related products such as tobacco and cigarette papers, nicotine substitutes, vaping products and electronic cigarettes.
- 3.5 The three main drugs and substances offences are: supplying (dealing), possessing and using.

4 EDUCATION PROGRAMME

- 4.1 We have an extensive PSHE programme from Thirds (Year 7) to Upper Fifth (Year 11) that focuses upon the potential short-term and long-term risks to mind and body from drug and substance abuse, from smoking/ vaping and from excessive consumption of alcohol. The Sixth Form (Years 12 and 13) have Enrichment talks which address these topics. We concentrate on teaching pupils of all ages the importance of making informed and positive choices. This includes an ethical dimension, designed to instil an understanding of the importance of complying with the criminal law, under which it is an offence for any person to possess, use, supply or sell controlled drugs.
- 4.2 The subject is also covered in other areas of the curriculum, including Science lessons. Pupil planners contain advice and contact numbers of confidential help lines and websites connecting to external specialists, such as Childline, Young Minds, and Samaritans.
- 4.3 We enable parents to acquire knowledge and support by offering relevant Information Evenings for parents, and highlighting where they can get literature, support and advice. Parents are encouraged to contact the school if they have concerns.
- 4.4 Pupils can discuss any individual worries about drugs, substances, alcohol and smoking/ vaping with their Form Tutor or any member of staff. They can also be referred to the School Nurse and the School Counsellors for individual guidance and support.
- 4.5 We make pupils aware that they are not allowed to bring alcohol, tobacco or e-cigarettes/ vaping paraphernalia, or anything intended to resemble these things, onto the premises, or to consume these substances on the journey to or from school. Furthermore, no student may ever purchase or consume these substances whilst in the care of the school nor arrive at school, or a school event, under the influence of alcohol.
- 4.6 These rules apply to all school trips and visits, whether in this country or overseas, irrespective of whether or not pupils are wearing school uniform at the time. The only exception is explained below:
 - 4.6.1 We will offer wine to parents and guardians at certain formal events, including plays and concerts to which they are invited. We believe that pupils in Year 13 should learn that the moderate consumption of alcohol has its place in our society when accompanied by food and lively conversation. We therefore offer limited quantities of wine (but never spirits) to girls in Year 13 on certain occasions (for example Bucks Fizz

at our leavers' breakfast on the last morning of the school year) always under the supervision of a member of staff. Soft drinks are always available at such events. Younger pupils are not allowed alcohol.

5 SMOKE FREE POLICY

- 5.1 The school operates a smoke free (whether from tobacco or vaping) policy within its buildings, grounds and vehicles.
- 5.2 The total smoking/ vaping ban applies to the whole school community including pupils, employees, volunteers, parents, visitors, members of the public and others working in or using the school's premises or vehicles.

6 EDUCATION AND PASTORAL CARE

- 6.1 The school educates pupils to understand:
 - 6.1.1 the effect and risks associated with alcohol, tobacco/ nicotine and vaping in relation to their health and well-being and the law; and
 - 6.1.2 the use of illegal drugs is or may be a criminal offence and will be harmful to their health, integrity, independence, opportunities and careers and will damage the society in which they live.
- 6.2 The school educates pupils about these issues through its PSHE curriculum, by example and by discussion.
- 6.3 The school encourages pupils to discuss in confidence any anxieties they may have about use of tobacco, vaping products, alcohol or drugs and substance abuse with a member of staff or the school counsellor.
- 6.4 Matters brought to the school's attention by a pupil or her parents, in circumstances which are genuine, may be "ring-fenced" from disciplinary sanctions, always provided that they do not impact on other pupils and do not bring the school into disrepute, but a pupil who contravenes this policy will face disciplinary action. For example, a pupil who comes forward and voluntarily identifies herself as a drug user and asks for help may be given the opportunity to reform her behaviour with counselling and a supportive testing regime. Similarly, pupils who smoke may be given the opportunity to undertake a smoking cessation programme.

7 SCHOOL RULES

- 7.1 Pupils are forbidden from:
 - 7.1.1 Smoking/ vaping inside or outside school premises, being in possession of tobacco/ nicotine products, vaping paraphernalia while in the care of the school or supplying tobacco/nicotine products, vaping paraphernalia to other pupils;
 - 7.1.2 any production, possession, use or supply of drugs and substances;

7.1.3 bringing alcohol onto school premises or being in unsupervised possession of alcohol or obtaining or supplying alcohol to another, or being impaired by alcohol while on school premises or in the care of the school;

7.1.4 bringing the school into disrepute for any reason associated with tobacco, alcohol or drugs and substances, whether or not the pupil is in the care of the school at the time.

7.2 PARENTS

7.2.1 If parents attending school premises appear to be under the influence of drugs or substances or alcohol, they will be asked to leave and the member of staff making the request should refer the matter to the Designated Safeguarding Lead.

7.2.2 If a member of staff suspects that a parent has driven or will drive whilst under the influence of drugs or alcohol, the member of staff should report the matter to the Designated Safeguarding Lead or a member of the Leadership Team who may telephone the police.

7.2.3 If the Designated Safeguarding Lead reasonably believes that a child is at risk of harm from a parent who is under the influence of alcohol or drugs, the school's child protection procedures will be followed.

8 INVESTIGATION

8.1 We will always investigate a rumour or suspicion about involvement in drugs and substances, or a suggestion that alcohol or tobacco/ vaping paraphernalia has been brought onto school premises or to a school trip. Investigation may include questioning a pupil, asking her to give a written account of particular circumstances, searching her locker, bag or personal possessions (in accordance with the school's Behaviour and Discipline Policy and the DfE guidance: [Searching, Screening and Confiscation: Advice for Schools \(September 2022\)](#)) and taking possession of property for analysis.

8.2 The school will inform the pupil's parents or guardians of any concerns and any cases where alcohol, illegal drugs or potentially harmful substances are found, and the Head of School or Senior Deputy Head, will invite them into school to discuss the matter. Parents will also be informed, as appropriate, if a search is made and no evidence of prohibited substances found.

9 SEARCHES FOR TOBACCO, NICOTINE, VAPING PARAPHERNALIA, ALCOHOL, DRUGS AND SUBSTANCES

a. Searches for tobacco, nicotine, vaping paraphernalia, alcohol, drugs and substances

9.1.1 School staff can search a pupil for tobacco/ nicotine/ vaping paraphernalia, alcohol, drugs or substances with her consent. The member of staff will consider the pupil's age and other factors when determining whether the pupil is capable of giving her consent.

9.1.2 A pupil may be searched without her consent for tobacco/ nicotine/ vaping paraphernalia, alcohol, drugs or substances in accordance with the school's policy on searching and confiscation (see the procedures set out in Appendix 3 of the school's behaviour and discipline policy).

9.2 Testing

9.2.1 A pupil suspected of unauthorised consumption of alcohol or involvement with drugs or substances may be asked to give a biological sample. The reason for this policy is to:

- (a) deter breaches of school discipline;
- (b) identify users;
- (c) absolve those who have been wrongly suspected.

9.2.2 Reason to suspect alcohol consumption or use of drugs or substances may arise as a result of information or a complaint received or because of a pupil's behaviour or demeanour.

9.2.3 Consent

- (a) The relevant consent to a test is that of the pupil rather than the parents, even if the pupil is under 16 years of age, provided she is of sufficient maturity and understanding and gives her informed consent in writing.
- (b) The member of staff leading the investigation will determine whether or not the pupil is able to provide this consent and may request the additional opinion of a medically qualified member of staff.
- (c) If a pupil refuses to provide a biological sample she will be asked to say why she has refused. The school will be entitled to draw inferences from her response and general demeanour. If a parent's consent is required and they refuse to consent to their child providing a biological sample, the school may draw inferences from the pupil's general demeanour.

9.2.4 Reasonable endeavours will be made, before a biological sample is taken, to notify a parent, guardian or education guardian of the requirement for a biological sample and the reasons for that requirement.

9.2.5 The school will treat a positive test, although not infallible, as evidence that the pupil has consumed alcohol or been using drugs or substances, as appropriate.

9.3 Police involvement

9.3.1 If the School seizes a controlled drug, the drug may be destroyed if there is good reason to do so. Otherwise, the school will deliver it to the police as soon as reasonably practicable.

9.3.2 In all other cases, the school may decide to request the involvement of the police from the outset. If the police suspect that a pupil possesses or has stored drugs, substances or related paraphernalia, the police may elect to investigate using their own procedures or may pass the matter back to the school to investigate. If Police do become involved it is vital to remember that School retains a duty of care to the pupil(s) involved and should advocate for pupil wellbeing at all times.

- 9.4 If the findings of the investigation support the allegation, complaint or rumour or observation of pupil behaviour, a disciplinary meeting will be held in accordance with the procedures set out in the school's Behaviour and Discipline Policy.

10 SANCTIONS

- 10.1.1 Any disciplinary action taken will be in accordance with the school's Behaviour and Discipline Policy and Exclusion, Removal and Review Policy. Any pupil involved in illegal drug use, either themselves, or by offering drugs to another pupil, jeopardises their place in the school. The normal sanction for use of drugs and substances is permanent exclusion, following consultation with the Chair of Governors. Alternative sanctions, when there are mitigating circumstances, could involve a fixed-term exclusion and a final warning.
- 10.1.2 Any pupil found to have offered drugs or substances to another pupil or anyone else, is likely to be permanently excluded and, following consultation with the Chair of Governors, the matter may be referred to the police.
- 10.1.3 Any pupil caught breaching the guidelines on alcohol and tobacco/ vaping can expect a serious sanction and her parents will be invited into the school to discuss the matter.

11 SUPPORT

- 11.1.1 If a pupil comes forward and voluntarily identifies herself as a drug user, or as having a drinking or smoking/ vaping problem, and asks for help, or if her parents or friends ask for help on her behalf, we may, depending upon the circumstances, and at the discretion of the Head of School, offer the pupil the opportunity to reform their habit with the support of counselling. See paragraph 6.4. Details of useful organisations are set out in the Appendix.

12 TRAINING

- 12.1.1 The school ensures that regular guidance and training is arranged so that staff understand what is expected of them by this policy and have the necessary knowledge and skills to carry out their roles.
- 12.1.2 The level and frequency of training depends on role of the individual member of staff.
- 12.1.3 The school maintains written records of all staff training.

13 RECORD KEEPING

- 13.1 All records created in accordance with this policy are managed in accordance with the school's policies that apply to the retention and destruction of records.
- 13.2 Sensitive personal information about pupils is disclosed only on a "need to know" basis with careful attention to pupils' rights and needs.

APPENDIX

USEFUL ORGANISATIONS

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services 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 <https://alcoholchange.org.uk/>

Aquarius: a charity with services across the Midlands, supporting people affected by alcohol, drugs and gambling <https://aquarius.org.uk/>

ASH (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco. Also provides information on vaping www.ash.org.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 www.drinkaware.co.uk/

Drug Education Forum – this website contains a number of useful papers and briefing sheets for use by practitioners www.drugeducationforum.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. Telephone 0300 1236600 Text 82111 www.talktofrank.com

NHS resources <https://www.nhs.uk/better-health/quit-smoking/>

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. Tel: 01785 817885 Information line: 01785 810762 Email: information@re-solv.org www.re-solv.org