



# Substance Misuse, Alcohol & Drugs Awareness Policy

**Reviewer:** Mrs J Shaw (PSHE Co-ordinator)

**Reviewed:** July 2016

**RATIFIED BY THE CURRICULUM AND STANDARDS  
COMMITTEE ON  
19<sup>th</sup> October 2016**

**Signed:** \_\_\_\_\_  
(Chair of Curriculum and Standards)

**Date:** \_\_\_\_\_

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## 1. BACKGROUND AND PURPOSE OF THIS POLICY

As identified by Warrington Borough Council's 'Public Health Annual Report 2015', the key aims for Warrington schools are to offer comprehensive provision in the following key issues;

### Substance Misuse/Cigarettes/E-Cigarettes:

- Increasing the opportunity to discuss and learn more about the range and scope of drugs, the effects they have and the implications of use.
- Ensuring there is a programme around 'internet safety' to give young people the skills to be able to recognise what information should not be taken at face value and where they can find trusted sources of information and support.
- Discouraging and enforcing action against adults who supply cigarettes to young people.
- Discourage Warrington children from trying and using both cigarettes and e-cigarettes.
- Supporting local young people who are currently smoking to stop and access services to help them do this.

### Culcheth High School also aims to:

- Tackle the ease with which CHS students appear to be able to obtain New Psychoactive Substances (NPS's).
- Reduce the perceived acceptability of using 'Legal Highs'.
- Reduce the risk that some young people are likely to face regarding their NPS use.
- Discouraging and enforcing action against adults or other young people who supply NPS's to young people.
- Discourage CHS students from trying and using both cigarettes and e-cigarettes.

### Alcohol:

- Tackling the ease with which Warrington children appear to be able to obtain alcohol.
- Reducing the perceived acceptability of unsafe drinking amongst not only children and young people, but also the adults around them.
- Reduce the risk that some young people are likely to face regarding their alcohol use.

### Culcheth High School also aims to:

- Educate CHS students about the 'sexual health' element associated with 'risk taking behaviour'.

The Governors and staff of the Culcheth High School are committed to ensuring that the school is healthy, free from the misuse of alcohol, drugs, tobacco and other substances.

It is the responsibility of the school to play a positive role in preventing the harm drugs and alcohol can have both to students and in the local community. Part of this is to **provide a clear statement to all students and their families** (see STUDENT SUBSTANCE MISUSE GUIDANCE document – Appendix A) about the rules and protocols related to the possession or use of alcohol and drugs on the school grounds. A copy of this can be found in the Culcheth High School student planner.

This policy is also a statement from the school to be alcohol and drug free. This means that all school functions will not involve alcohol or drugs. This policy follows the guidance given in the document 'Drug Advice for Schools' produced by Department of Education (DfE) and the Association for Chief Police Officers (ACPO), 2010 (reviewed in 2013).

## 2. POLICY CONSULTATION

The Headteachers of Warrington were consulted throughout the development process of this policy.

The policy was also agreed through the Warrington Drug & Alcohol Action Team Partnership which includes the local police and substance misuse services.

### **3. LOCATION & DISSEMINATION**

The policies will be readily available for staff, parents and students to read on the school's website and intranet. Copies of any policy will be supplied upon request.

Both staff, students and parents will be made aware of the policies when joining the school and periodically in school assemblies and school newsletters.

### **4. DEFINITIONS**

This policy refers to the use and supply of alcohol, illegal drugs, volatile substances (e.g. aerosols, solvents, glue or petrol) and New Psychoactive Substances (legal highs) and the misuse of prescription drugs.

The policy covers students, school staff, parents and other agencies visiting the school.

### **5. AUTHORISED MEMBERS OF STAFF**

This policy refers to authorised staff. In this school it refers to;

The Senior Leadership Team and allocated Progress Leaders.

### **6. MEDICINES POLICY**

Refer to CHS 'Administration of Medicines' Policy

### **7. UP TO DATE AND RELEVANT DRUG & ALCOHOL EDUCATION**

The use of drugs and alcohol including the health and legal aspects are covered in the schools PSHE programme following guidance issues through the Department of Education.

The school will also be offering 'Risky Behaviour' and 'Legal Highs' workshops. These workshops will include sessions relating to alcohol and drug use/substance misuse, exploring the pressure to use, the effects and emotional impact they can have. There will also be information about legalities and negative consequences. A range of 'healthy lifestyle' topic areas are taught across the curriculum in Personal Development lessons which are age appropriate and address a range of issues.

The planning and delivery of the workshops will be a partnership process between the youth service, local sexual health services, drug & alcohol services, school health nurse and the relevant school staff. (Delivered by external agencies such as 'Warrington Youth Service', '~~Evolve~~' and '~~Switched On~~').

The teaching staff at each school will have the opportunity to receive appropriate drug and alcohol awareness training via the free DAAT training programme. If there is a particular problem, it will be arranged for a youth worker to deliver a "briefing session" to a staff group.

### **8. CONFIDENTIALITY**

If a student discloses alcohol or drug use in the classroom setting, the teachers will respond to the information in accordance with the schools' child protection and safe-guarding policies.

Students will be informed of the confidentiality rules before any drug and alcohol education session.

If alcohol or drugs use is disclosed as part of a one to one session with either a school health nurse or youth workers these individuals will follow their own professional confidentiality guidelines.

## 9. WHAT IS CLASSED AS AN ALCOHOL OR DRUG RELATED INCIDENT?

A drug incident refers to the following circumstances;

- Suspicion - if a teacher or other member of school staff has reasonable grounds for suspecting a student has involvement with alcohol or drug use on or in the vicinity of the school grounds.
- Observation - if a teacher or other member of staff observes intoxication, or witnesses the use of, or the supply of alcohol or drugs.
- Discovery - if unauthorised drugs or drug paraphernalia are found in a student's possession on school grounds or admission that they have consumed illegal drugs or other substances on or in the vicinity of the school grounds.
- There will be intermittent use of police dogs in Warrington schools. This measure is to deter drugs being brought into school and to detect drugs on individuals.

## 10. MANAGEMENT OF ALCOHOL OR DRUGS INCIDENTS ON SCHOOL TRIPS

The definition of an alcohol or drug incident will be the same as on school grounds.

The protocol for following up on these incidents will be as detailed in the policy for incidents happening on school premises.

## 11. PROTOCOL FOR AN ALCOHOL OR DRUG INCIDENT

There will be a strict protocol followed whenever there is a drug incident on school grounds. As follows -

- **Search & Confiscate**

Headteachers (and staff authorised by them) have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item. Prohibited items include:

- alcohol
- illegal drugs
- vaping paraphernalia (e.g. e-cigarettes)
- tobacco and cigarette papers
- any item that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence
- any item banned by the school rules which has been identified in the rules as an item which may be searched for.

School staff can seize any prohibited item found as a result of a search. They can also seize any item, however found, which they consider harmful or detrimental to school discipline.

- **Handling Illegal and Unauthorised Drugs and Drugs Paraphernalia:**

If during a search alcohol, vaping paraphernalia or volatile substances are found and confiscated they will be disposed of by the member of staff authorised to conduct the search.

If during a search suspected illegal drugs are found and confiscated they will be kept in the temporary possession of the school until they are handed over to the police for disposal.

If any vaping or drugs paraphernalia that are deemed to pose a health risk to other students (such as discarded syringes) these will be safely removed and disposed of.

- **Parents & Visitors:**

Any parent or person representing an outside agency who appears intoxicated on school premises will be asked to leave immediately. If they become aggressive or violent the police will be called immediately.

- **Emergencies:**

If any person involved in an alcohol or drug incident appears to be or becomes unwell, the school will implement relevant procedures.

- **Parent Notification**

The parents or carers of any student involved with a substance misuse, alcohol or drug incident will be notified by phone on the day.

- **The Role of the Local Police**

The police will be notified of any incident involving illegal drugs (or class A/B drugs depending on schools). They will not automatically be involved in other incidents; this will be at the discretion of the school.

- **Substance Misuse, Alcohol & Drug Incident Records**

The school will make and keep a full record of each incident. This will be stored in accordance with the requirements of the Data Protection Act 1998.

The report will cover the support offered to any student and their family. It will also include police involvement and the consequences of this.

- **Fixed Term & Permanent Exclusions**

School may decide that some substance misuse, alcohol or drug incidents warrants a temporary exclusion. The most serious incidents (such as possessing, selling, supplying or consuming illegal substances on or in the vicinity of the school site) will result in permanent exclusion. The school follows the Warrington Borough Council guidance when making exclusions from their school. (See recent WBC exclusion guidance).

## **12. STUDENT AND FAMILY SUPPORT PLAN**

If a student is permanently excluded from school following an incident, then the school will liaise with the appropriate agencies to ensure support is given after the fifth day of school provision following the permanent exclusion.

If the student remains on roll after any reported incident, then parents and carer will be asked to come into school to discuss an action plan.

If the incident was part of a pattern of misbehaviour the school can decide to implement a 'Behaviour Support Plan'.

It is advised that the student receives a session with the 'young person's substance misuse team' to be screened and given information advice and support. This may result in the young person becoming a client of the service. It may be decided that ongoing support with the school health service is more appropriate.

If it becomes apparent that the young person is being affected by parental or carer alcohol or drug use then the local safeguarding procedures will be put in place.

The parents can also ask to be referred into alcohol or drug services and this will be facilitated by the youth substance misuse worker.

## **13. LOCAL AGENCIES AND SOURCES OF INFORMATION**

- Warrington Drug & Alcohol Action Team

New Town House, Warrington

01925 443442

- Young person's drug and alcohol team

Orford Youth Base, Capesthorne Road, Orford, Warrington, WA2 01925 851029

- Footsteps  
Helping you to cope with someone else's drug or alcohol misuse  
Tel: 01925 244524
- FRANK (offers information on individual NPS)  
National Drugs Helpline  
0300 123 6600  
<http://www.talktofrank.com/worried-about-a-child>
- Warrington School Health Service  
Warrington Youth Service  
Orford Youth Base, Capesthorne Road, Warrington, WA2 0J  
01925 851029
- Education Safeguarding Team  
New Town House, Warrington  
01925 442928/443179
- DrugScope's 'Business as usual' report provides a useful introduction and background to NPS and 'club drug' use in the UK
- 'One new drug a week: why novel psychoactive substances and club drugs need a different response from UK treatment providers' - published by the Royal College of Psychiatrists' Faculty of Addictions is another useful introduction to NPS use, harm and intervention
- [whynotfidout.org](http://whynotfidout.org) : a website by the Angelus Foundation that provides teenagers with information to help them make informed decisions about NPS
- Global Drugs Survey: international drug use survey, which includes health advice

**Signed:** \_\_\_\_\_ **(Chair, Curriculum and Standards Committee)**

**Date:** \_\_\_\_\_

## **STUDENT SUBSTANCE MISUSE GUIDANCE**

At Culcheth High School we are committed to ensuring that the school is healthy; free from the misuse of alcohol, drugs, tobacco and other substances which can have a harmful effect on you and the local community. We want you to know that your mental and physical health is as important to us as your grades!

This guidance is to inform you of the rules and protocols relating to the possession or use of alcohol, drugs and illegal substances on the school grounds (and including all school functions). The aims of this guidance are to inform you;

- what the CHS rules are
- what actions will be taken if you break them
- how you can avoid becoming involved with illegal substances and where you can get support if you have
- how you can report suspected incidents of substance misuse

### **School Rules:**

We operate a zero tolerance regarding illegal drugs and we are committed to taking positive action in relation to a drug related incident.

A drug incident refers to the following circumstances;

- Suspicion - if a teacher or other member of school staff has reasonable grounds for suspecting a student has involvement with alcohol or drug use on or in the vicinity of the school grounds.
- Observation - if a teacher or other member of staff observes intoxication, or witnesses the use of, or the supply of alcohol or drugs.
- Discovery - if unauthorised drugs or drug paraphernalia are found in a student's possession on school grounds or admission that they have consumed illegal drugs or other substances on or in the vicinity of the school grounds.

Mr Hunt, and staff authorised by him, have a statutory power to search you or your possessions, without consent, when they have reasonable grounds for suspecting that you may have a prohibited item.

Prohibited items include:

- alcohol
- illegal drugs
- vaping paraphernalia (e.g. e-cigarettes)
- tobacco and cigarette papers
- any item that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence
- any item banned by the school rules which has been identified as an item which may be searched for.

### **Actions Taken by CHS:**

These items can, and will, be taken from you and safely disposed of. Your parents will be informed, along with the Police if deemed necessary. The incident will be kept on your file and you could be temporarily or permanently excluded from school. The most serious incidents (such as possessing, selling, supplying or consuming illegal substances on or in the vicinity of the school site) will result in permanent exclusion. Juvenile Cautions imposed by the Police stay on Police File FOR LIFE and may affect your future career prospects. Certain criminal convictions also affect your travel plans to certain countries including the USA, Australia and New Zealand.



**Support offered by CHS:**

Following any alcohol or drug incident your parents/carers will be asked to come into school to discuss an action plan. You will receive input from Warrington's 'Young Person's Substance Misuse Team' to be screened and given information, advice and support from the CHS School Health Team.

If the incident was part of a pattern of misbehaviour the school can decide to implement an Individual Behaviour Plan (IBP) or a Pastoral Support Plan (PSP).

If you feel that you would rather talk to someone other than a member of staff at CHS then there is alternative help available;

- Warrington Drug & Alcohol Action Team  
New Town House, Warrington  
01925 443442
- Young person's drug and alcohol team  
Orford Youth Base, Capesthorpe Road, Orford, Warrington, WA2 01925 851029
- Footsteps  
Helping you to cope with someone else's drug or alcohol misuse  
Tel: 01925 244524
- FRANK (offers information on individual NPS)  
National Drugs Helpline  
0300 123 6600  
<http://www.talktofrank.com/worried-about-a-child>
- Warrington School Health Service  
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This guidance follows the guidance given in the document 'Drug Advice for Schools' produced by Department of Education (DfE) and the Association for Chief Police Officers (ACPO), 2010 (reviewed in 2013).