

# St Richard's Catholic College

## DRUG EDUCATION POLICY



The Policy was approved by the Governing Body: March 2018

Chair of Governors:                     Alisa Horan                    

The Governing Body will review the policy in March 2020

This policy was written and approved in conjunction with a number of stakeholders namely: Governing Body, Pastoral Care Team, Parent Focus Group, School Council, Year Councils, and ESBAS.

A copy of this policy is held centrally in the Policy Document Folder and the PSHE folder on Google Drive. It is also accessible via the college website.

**Relationship to other policies:**

School Mission Statement  
Equalities Policy  
Behaviour Policy  
Health & Safety Policy  
Confidentiality Policy  
Safeguarding Policy  
PSHEe policy  
School visits policy  
SRE Policy

**Local and national references:**

DFE and ACPO Drug Advice for Schools – January 2012  
DFE Screening, Searching and Confiscation – Advice for Head Teachers, Staff and Governing Bodies.  
East Sussex Drugs and Alcohol Protocol for Schools (October 2017)  
PSHE Association Programmes of Study

**Associated Resources**

Link to Use of Reasonable Force – advice for head teachers, staff and governing bodies  
<http://www.education.gov.uk/schools/pupilsupport/behaviour/f0077153/use-ofreasonable-force-advice-for-school-leaders-staff-and-governing-bodies>  
Link to Behaviour and Discipline in Schools – guidance for governing bodies  
<http://www.education.gov.uk/schools/pupilsupport/behaviour/g0076647/guidance-for-governing-bodies-on-behaviour-and-discipline>  
Link to Behaviour and Discipline in Schools – advice for head teachers and school staff  
<http://www.education.gov.uk/schools/pupilsupport/behaviour/f0076803/advicefor-headteachers-and-school-staff-on-behaviour-and-discipline>  
Link to Information Commissioner for advice on the Data Protection Act  
[http://www.ico.gov.uk/for\\_organisations/data\\_protection.aspx](http://www.ico.gov.uk/for_organisations/data_protection.aspx)

**Legislative links**

Education and Inspections Act 2006  
<http://www.legislation.gov.uk/ukpga/2006/40/contents>  
Health and Safety at Work etc Act 1974  
<http://www.hse.gov.uk/legislation/hswa.htm>  
Keeping Children Safe in Education July 2015

## **DRUG EDUCATION POLICY**

### **1. Aims of the Policy**

Our Mission statement highlights that we encourage a wonder and joy of learning to ensure that every pupils reaches their full potential. At St Richard's there is a strong commitment to the community and its welfare, based on the principles of partnership with parents, effective communication and the sharing of values. With this in mind, we have a duty to inform our young people in matters of drug education and related issues while making it quite clear that we do not tolerate substance misuse in any form.

The purpose of this policy is to raise awareness, give information, and provide clear guidelines regarding the curriculum and college procedures for dealing with situations that might occur.

With regard to definitions, 'drugs' includes reference to solvents, volatile substances, alcohol, tobacco and medicines as well as other legal and illegal drugs. There is, however, a distinction between drugs used for legitimate medical purposes and the misuse of drugs or other substances. Illegal and unauthorised drugs are not acceptable within the boundaries identified within the policy. The rules relating to prescribed medicines and alcohol are covered within this policy.

This policy applies to all staff, pupils, parents/carers, governors and partner agencies working with St Richard's.

In the context of St Richard's, we aim to alert our pupils to the dangers of misuse by offering a rounded and informative curriculum. We also aim to create an open environment, within a supportive pastoral system, and encourage pupils to develop personal skills enabling them to enhance their self-image and counteract peer pressure. Within the local area, the factors encouraging or discouraging our pupils in substance misuse need to be recognised. The first concern in managing drugs is the health and safety of the college's community and meeting the pastoral needs of pupils.

### **2. Staff with Key Responsibility for Drugs**

The PSHEe lead will act as Co-ordinator of drug education and alongside the Vice Principal for Pastoral Care will liaise with appropriate outside agencies/police where necessary. The Principal, alongside a member of the Leadership and Management team or the relevant Pastoral Leader will manage any accusations of a drug related nature. All will liaise with appropriate outside agencies/police where necessary.

### **3. Prevalence of alcohol and drug use amongst young people**

The patterns of use of alcohol and drugs by young people changes rapidly and frequently. They are generally influenced by factors such as exposure, availability, costs both financial and experiential and legal status. While cannabis and alcohol are the most common substances that young people self-report when they present to substance misuse services, a small number will present with class A (cocaine, opiate) drug problems. All organisations working with young people should be prepared to respond to the presentation of all substances and be aware of the rapidly changing profile of use.

#### 4. Definitions

A drug is any substance which, when taken into the body affects the chemical composition of the body and how it functions. It therefore includes:

- Legally controlled substances such as caffeine, alcohol, tobacco, e-cigarettes and solvents.
- Substances sold over the counter or prescribed for specific purposes such as painkillers, tranquillisers and steroids.
- Illegal substances such as cannabis, ecstasy, amphetamines, heroin volatile and new psychoactive substances and other unauthorised substances.

NB. These are just some examples and some drugs will fit into more than one category.

A drug-related situation is one where there is suspicion, disclosure or observation of the use of unauthorised drugs or the discovery of unauthorised drugs or drug-related paraphernalia.

#### 5. Curriculum

Our aims and objectives are in line with the county guidance, national guidance and statutory requirements. The college aims to increase the pupils' knowledge and understanding, along with skills and attitudes of drug-related issues. It also provides a learning environment that enables pupils to develop the knowledge, skills and attitudes to appreciate the benefits of a healthy lifestyle, promote responsibility towards the use of drugs and relate these to their own actions, both now and in their future lives.

Good alcohol and drug education is much more than giving young people factual information, although this will certainly increase young people's knowledge and understanding of alcohol and drugs. Research demonstrates that information alone does very little to change behaviour. To have an impact, alcohol and drug education must:

- Enable young people to think about their personal attitudes and values which will underline their decisions about drug use.
- Develop young people's skills to manage the sort of situations they will face (for example making decisions, negotiating and communicating effectively) and to cope with stress or anxiety without resorting to alcohol or drugs.
- Challenge young people's misconceptions of how normal and acceptable substance use is among their peers and among older teenagers.

The Co-ordinator for PSHEe in consultation with Pastoral Leaders plan a spiral, inclusive curriculum delivered throughout Years 7 to 11; this programme complements what is delivered through Science, Religious Education and Physical Education. The Personal Tutor and relevant Pastoral Leader and Subject Leader will monitor and assess the units of work.

In relation to drugs and alcohol, the Programme of Study states that KS3 and KS4 pupils should be taught "*how to make informed choices about health and wellbeing matters including drugs, alcohol and tobacco*" and that pupils should have the opportunity to learn:

- "*the positive and negative roles played by drugs in society (including alcohol)*"

- *“the personal and social risks and consequences of substance use and misuse, including the benefits of not drinking alcohol (or delaying the age at which to start) and the benefits of not smoking including not harming others with second-hand smoke*
- *“to recognise the impact of drugs and alcohol on choices and sexual behaviour”*
- *“to understand the feelings and pressure that the need for peer approval, including in relation to the purchase and use of tobacco and alcohol (including cheap/illicit alcohol and cigarettes), drugs and other risky behaviours, can generate”.*

We recognise and value the contributions towards our drug education programme by outside agencies, Targeted Youth Support, Sussex Police, the School Nurse service and other local service providers. All visiting speakers read and sign the visitor’s Safeguarding Policy. The college adopts the County Visitors guidance document in preparing and selecting appropriate speakers.

NICE recommendations include:

- alcohol education should be an integral part of the school curriculum and should be tailored for different age groups and different learning needs
- a 'whole school' approach should be adopted, covering everything from policy development and the school environment to staff training and parents and pupils should be involved in developing and supporting this
- where appropriate, children and young people who are thought to be drinking harmful amounts should be offered one-to-one advice and referred to an external service
- Schools should work with a range of local partners to support alcohol education in schools, ensure school interventions are integrated with community activities and to find ways to consult with families about initiatives to reduce alcohol use.

Every three years a curriculum audit will be carried out by the PSHE Co-ordinator to ensure that the pupils are receiving the information and skills they need. The curriculum and alternative activities facilitated by staff are important features of the whole-school provision for the pupils' well-being.

## **6. Responses and interventions**

As a College we will support a range of strategies including:

- Ensure relevant helpline stickers from FRANK are available and displayed widely throughout the school
- Display FRANK leaflets and posters, with telephone numbers, in changing rooms/reception areas and on corridors/notice boards
- Display FRANK posters and leaflets when there are parent evenings and open days and promote the Chief Medical Officers guidance on the consumption of alcohol by children and Young People and Alcohol.
- Model and promote a healthy lifestyle.
- Increase the awareness of the potential harms of drugs and alcohol and raise awareness of the different impacts on adults as opposed to children and adolescents.
- Ensure parents and carers are made aware through the sharing of information of actions schools are taking to reduce the harms caused by drugs and alcohol and increase their understanding of the impacts of the use of drugs and alcohol on adolescent brain development and the impact on school attainment?
- Sensitively respond to any issue reported by pupils, their peers or other family members regarding parental substance misuse. Ensure referral to SPOA in those circumstances where safeguarding concerns are triggered.
- Have clear drug and alcohol policies.

- Commit to ongoing PSHEe curriculum development.

## **7. Vulnerable Groups**

Research identifies that particular groups of young people may be at greater risk of developing serious drug and alcohol related problems and we are committed to developing a range of appropriate interventions and support for these pupils.

Our staff know their pupils well and are skilled at and trained in identifying problems. In particular, we maintain a strong relationship with ESBAS who can provide specialist support and we are able to refer pupils to them.

## **8. Health and Safety**

Within the college and, in particular, in the science department, chemicals and other substances are stored safely and under supervision. Within the medical area, personal medication is kept secure. This will be in line with guidelines within the Health and Safety policy and applies to all in the College (pupils, staff, parents, carers, visitors etc). Pupils will be reminded regularly not to use medication prescribed or intended for another person. Pupils must also hand to the School Nurse any medication they might require during the day and this will then be issued when needed. Parents are reminded of this procedure through the newsletter.

Illicit drug related paraphernalia or suspected paraphernalia found on the college site will be handled by a member of staff within existing health and safety procedures using appropriate safety equipment. Pupils are advised not to touch any suspect items found but to alert a member of staff.

Where any individual on college premises is believed to be under the influence of any substance which is affecting their behaviour inappropriately our primary concern will be the health and safety of all in the vicinity. First aid will be administered when necessary and always in the case of a child or young person in our care who is thought to be intoxicated. We have trained first-aiders within the college and first aid equipment.

At all times staff must be vigilant in their supervision of 'risk' areas. All staff should also be alert to identify any changes in pupils' behaviour patterns and refer any concerns regarding these or possible signs or symptoms of drug misuse to the relevant member of staff on the LMT.

## **9. Management of Drugs at School and on School Trips**

A drug-related situation is one where there is suspicion, disclosure or observation of the use of unauthorised drugs or the discovery of unauthorised drugs or drug-related paraphernalia, either on college premises or involving pupils travelling to and from college or elsewhere in school uniform, or any reported occurrence outside college. The college has the duty to investigate any drug disclosures or discoveries occurring outside the normal school hours.

Pupils who are, in part, educated off-site, alongside their parents/carers, sign a home school agreement to adhere to the policies of St Richard's regardless of where they are being educated that day.

It is extremely important that our response to any incident achieves a balance between sanctions applied and support given. Action taken will vary according to the

nature of the incident and there will be a measure of flexibility applied to each situation. There must also be fairness and consistency and the following procedures as outlined should be adhered to by all staff.

- a) General concerns regarding behaviour may have many causes. These should be referred to the Personal Tutor or Pastoral Leader who will arrange to discuss concerns with the pupil and, if necessary, with the parent/carer.
- b) If there are disclosures regarding tobacco, alcohol or solvents, the teacher should investigate initially. If the disclosures prove to be founded, there should be a referral to the Pastoral Leader, then the Principal. All concerns where there is a safeguarding concern should be made on MyConcerns in line with College policy. In these instances there is normally contact with parents and a college sanction applied. Support via our Lay Chaplain, School Nurse, Counsellor and ESBAS may also be offered.
- c) If there are disclosures/suspensions regarding illegal substances, these should be referred to the Pastoral Leader who investigates, then refers to the Leadership and Management Team if there is evidence. Appropriate action will be taken according to the findings, based on LA guidelines. A written report will be kept detailing the incident.
- d) If evidence of the possession, use or intent to supply illegal substances on or off the college site is found this should be referred immediately to the Pastoral Leader and the Principal. Parents/Carers will be contacted and there will be some form of sanction applied. This may include exclusion and contact of parents, police and Governors in line with County guidelines. An intent to sell/supply/or caught in possession of unauthorised substances will result in permanent exclusion.

## **10. Disciplinary Procedures**

All disciplinary procedures should reflect the seriousness of the offence and its circumstances but are at the discretion of the Principal and the Pastoral Leader. In all instances the pupils' welfare is of prime concern and any individuals involved will be offered support. If there is evidence of problematic drug or alcohol misuse, the college will discuss the situation with parents and make a referral to ESBAS who, where appropriate, may refer on to the Under 19s Substance Misuse service.

Our Pastoral Care team will consider what further interventions and support should be put in place. These may include the involvement of the outside agencies and internal support services already listed. Pupils may be offered, or required to attend individual or group sessions.

We will review our drug education programme and seek County guidance as appropriate.

In the most serious situations exclusion (and, ultimately, a permanent exclusion) will be considered. If exclusions are implemented, the school will ensure that appropriate support is in place. Where appropriate, we will consider sanctions which withdraw certain privileges and freedom.

The college may reserve the right to oblige the parents of the pupil to show evidence of a 'clean' screening test being conducted prior to the re-admission of the pupil. A further test may be requested if the behaviour of that pupil or information regarding that pupil causes suspicion of substance misuse.

### *Confiscation and searching*

Where there is reasonable suspicion of a pupil being in possession of an unauthorised substance, there is statutory power to search the pupil, without consent. The items that can be searched for under this power are alcohol and illegal drugs. School staff can seize any banned or prohibited item found as a result of a search or which they consider harmful or detrimental to school discipline. A search should be by an adult of the same sex, with another adult present as a witness, if possible also of the same gender. Searches without consent will only be carried out on the school premises or, if elsewhere, where the member of staff has lawful control or charge of the pupil, for example on school trips in England or in training settings. (The powers only apply in England).

The member of staff conducting the search may not require the pupil to remove any clothing other than outer clothing.

'Outer clothing' means clothing that is not worn next to the skin or immediately over a garment that is being worn as underwear but 'outer clothing' includes hats, shoes, gloves and scarves.

'Possessions' means any goods over which the pupil has or appears to have control – this includes desks, lockers and bags.

An intimate search (going further than outer clothing) can only be undertaken by a person with more extensive powers (e.g a police officer). If this is deemed necessary the Police will be contacted.

Reasonable force may be used by the person conducting the search.

Where a person conducting a search finds alcohol and tobacco, solvents, drug related paraphernalia, they may confiscate or dispose of it. It is legal to confiscate alcohol from children and young people, but parents/carers should be offered an opportunity to collect any alcohol that is confiscated. However, because of the level of danger posed by volatile substances, schools may choose to arrange for safe disposal and inform parents/carers of this. If a pupil has alcohol, tobacco or solvents in school they have broken a school rule, not a law.

The increasing use of novel psychoactive substances by young people means that school based staff may come into contact with these substances within school and schools therefore need to respond to incidents involving these drugs as they would an illicit substance covered under the Misuse of Drugs act 1971.

Should suspected illegal drugs be found on the premises, the senior member of staff with responsibility for drug situations will ensure immediate actions are taken to prevent anyone from committing, or continuing to commit an offence or cause harm. This should be by destroying the suspicious substance, if a smaller quantity, or, if larger quantities or a suspected Class A drug, by ensuring secure storage until handing them over to the police when they attend to take over any investigation.

If the substance is to be destroyed, it will be carried out by the senior member of staff, preferably by flushing it down the WC, with another member of staff present as a witness. A written record must be made. It may not be immediately obvious whether any suspected illegal drugs found are intended solely for an individual's use or for supply to others.

The College will not to retain any substances suspected to be illegal on their premises for longer than 24 hours. During this time, any suspected illegal substance must be securely stored in a location specified in the school's drug policy.

Parents will always be informed if their child is found to be carrying or under the influence of an unlawful substance.

If any member of staff or other adult is found to be 'under the influence' of drugs or alcohol the Principal must be informed immediately and appropriate supportive action taken. It may be necessary to examine issues of competency or disciplinary procedures; however, the welfare of the member of staff and the children must be the first consideration.

If a parent or visitor is 'under the influence' staff must ensure that they are not alone. If it is felt that a child cannot be released into the care of the person collecting them, the Principal must be informed immediately and a decision will be taken to contact appropriate outside agencies. Parents/carers will then be signposted to appropriate support agencies.

## **11. Emergency Procedures**

In cases of emergency, including an overdose of medication, the trained medical staff must be sent for immediately and they will take appropriate action. In the interim period emergency aid should be applied as follows (in line with county guidelines):

- Move the child or young person as little as possible.
- Put them into the recovery position.
- Ensure the mouth is open and unobstructed.
- Keep them warm and quiet.
- Monitor breathing and act appropriately if heart stops.
- If staff have concerns that a pupil is intoxicated from inhaling a volatile substance, care must be taken not to chase or over excite as sudden death can occur. The pupil should be kept calm until the effects have worn off.
- Parents/carers will be contacted as soon as possible.
- All staff will need ongoing training in dealing with drug-related incidents.

If staff are concerned that a child or young person in their care is under the influence of any substance, medical advice must be sought. Drug and substance use can lead to acute intoxication, unconsciousness or even coma, and it is important that staff know what to do in such situations.

Summoning medical help such as the school nurse, qualified first aider, or an ambulance is crucial, but in the interim period emergency aid should be applied as follows:

- move the child or young person as little as possible
- put into the recovery position
- ensure the mouth is open and unobstructed
- keep them warm and quiet
- monitor breathing, start artificial respiration if breathing stops or become shallow
- apply chest compression if there is no heartbeat.

If staff have any suspicions that a pupil is intoxicated from inhaling a volatile substance, care should be taken to not chase or overexcite the pupil. Strenuous

activity for volatile substance misusers can increase the risk of sudden death. The pupil should be kept calm until the effects have worn off.

## **12. Safeguarding and Confidentiality**

Our Safeguarding policy ensures that all staff are alert to signs that a pupil's health or safety is under threat and have responsibility for referring any concerns to the Designated Safeguarding Lead. Concerns may be triggered by disclosure or by other information suggesting a pupil's misuse of drugs or misuse by others in the family home. Where child protection procedures are invoked, action will be taken through the appropriate system.

Our wider safeguarding responsibilities take account of the right of every child to be healthy and stay safe. Our approach to safeguarding includes developing resilience amongst young people, empowering them to make positive, healthy decisions and to know and understand how and where to seek support.

The health, safety and well-being of our pupils are paramount. We encourage trust, between teachers, pupils and parents. However, the boundaries of confidentiality will be made clear to pupils who will not be promised confidentiality where they (or another's) best interests may be compromised. Our safeguarding procedures are clear and where they are not appropriate we will work with the pupil to share information with an appropriate adult who will, most usually, be the parent/carer.

Sensitive information is only disclosed with careful attention to pupils' rights and needs.

See Appendix B for actions

## **13. Medicines**

We recognise individual medical needs (both long and short term) and will be inclusive of and supportive to those individuals.

Staff are responsible for the safe and secure storage of their own medicines and we provide safe and secure storage for pupils' medicines. The School Nurse takes this responsibility. The college is not responsible for providing any form of medication and will not do so.

We encourage self-administration by pupils where possible and appropriate, within a supportive environment. Staff may administer medicines where there is a written agreement between the college, the responsible member of staff and the parents/carers. This policy applies both within the school day and on school trips and residential visits

Staff administering medication will complete a record of all medicines administered which will be updated at the time of each administration.

## **14. School Visits and Social Events**

St Richard's is a no-smoking college. This applies to staff, pupils, and all visitors and extends to social functions on college premises.

On school visits and residential trips, staff and pupils will be briefed in advance about procedures and responsibilities. For overseas visits this briefing will include any

difference in local laws regarding drugs. Any member of staff who may smoke, will not do so in front of pupils or in any area which pupils may frequent. On residential visits, staff will not consume alcohol or be under its influence while they have responsibility for pupils. Where the rules of this policy are breached, this will be managed either as a school disciplinary matter and/or by the local police, depending on the severity of the incident.

## **15. Training**

Ongoing training will be required for staff, governors and parents related to a) the development of pupils' life skills and b) the awareness and recognition of substance misuse.

INSET will be made known and used when appropriate. College based INSET will be made available to all staff.

New members of staff receive inset on the delivering and teaching of PSHEe.

## **16. Implementation**

Successful drug education requires the support and involvement of parents/carers. Copies of this policy statement are to be disseminated to all parents and other interested parties at their request and are available via the website. Parents are also to be invited to attend awareness-raising and/or training sessions organised at the college.

All pupils are to be informed of the college rules regarding substances and medication at the beginning of each school year, and reminded of the possible consequences of misuse.

Pastoral staff are to highlight the main issues identified in this policy when it is appropriate for each age group, preferably through the medium of an annual assembly.

Responsibility for drug education and the implementation of this policy lies with the Governors, delegated through the Principal to the PSHEe Co-ordinator and Pastoral Care Team.

## **17. Teaching and Learning**

A variety of styles for both teaching and learning are used and individual teachers adopt what is appropriate for their class. The Schemes of Work provide a rich resource and are used in both Key Stage 3 and 4. The use of relevant media resources, role play, small group work and when appropriate didactic teaching will provide pupils with the relevant knowledge and understanding, attitudes and values of the key issues involved. The classroom atmosphere is such that pupils feel secure and are encouraged to discuss substance issues within agreed boundaries respecting each others' views and opinions.

Signposting to support websites/agencies occurs via the journal, year notice boards and pastoral notice board.

## **18. Monitoring and Review**

The Principal and the Governing Body are responsible for ensuring that this policy complies with all relevant legislation and for its successful implementation, evaluation, monitoring and review. We have a designated governor for safeguarding development.

The Leadership and Management Team and in particular the Safeguarding Officers will support the Principal in all aspects of implementation, evaluation, monitoring and review and in ensuring appropriate staff training.

All staff will familiarise themselves with the policy, support its aims, comply with its rules and ensure that the correct procedures are followed in the event of a drug related situation.

The PSHEe Co-ordinator will be responsible for establishing an inclusive drug education programme using national guidance

Parents and carers are responsible for supporting the aims of this policy and for supporting school staff with its implementation. Parental involvement has been sought via the Parent Focus Groups in developing and reviewing the policy and drug education at the school.

Pupils are responsible for supporting the aims of this policy and using it to inform their behaviour.

Pastoral Leaders and the PSHEe Co-ordinator make regular lesson observations and scrutinise pupil work books.

The issue of substance misuse is a regular agenda item for Pastoral Care team meetings.

Should a drug related situation occur, we will consider the need to amend our policy or to add work to our action plan.

This policy and the curriculum are evaluated and reviewed bi-annually.

## APPENDIX A

### KEY STAGE 3

- School rules relating to medicines, alcohol, tobacco, solvents and illegal drugs and responses to drug related incidents.
- Information about legal drugs (including prescribed and over-the-counter medicines) and illegal drugs, their effects and associated health risks.
- Scientific terminology including the following words: use, misuse, abuse, addiction, tolerance, dependence, overdose, withdrawal and adulteration.
- Different categories of drugs - including stimulants, depressants, analgesics and hallucinogens.
- The law relating to drugs.
- The misuse of drugs in sport.
- The effects of different levels of intake of alcohol.
- Advice and support within the locality, national helplines and organisations.

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- Identifying risks to health, and risk-taking behaviour
  - Communicating with peers, parents and professionals.
  - Decision-making and assertiveness in situations relating to drug misuse.
  - Giving and securing help if needed (for example placing someone in the 'recovery position')

### KEY STAGE 4

- School rules relating to medicines, alcohol, tobacco, solvents and illegal drugs and responses to drug related incidents.
- Information about drugs including their legal status, effects and appearance.
- Personal, social, financial, biological and psychological effects of drug misuse.
- Patterns of drug misuse locally and nationally and the impact on the community and wider society.
- Dangers associated with particular drugs, mixing of drugs, and specific environments and moods.
- Drug policy in this country, including education, prevention, policing and legal aspects, penalties, treatment and rehabilitation.
- Legal responsibilities and rights.
- The services provided by local and national advice and support agencies.

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- Identifying and assessing risks.
  - Communicating with peers, parents and professionals.
  - Decision-making and assertiveness in situations relating to drug use.
  - Managing conflict and aggressive behaviour.
  - Communicating drug advice to other young people.
  - Giving and securing help if needed for a variety of situations.

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| <ul style="list-style-type: none"><li>▪ Attitudes and beliefs about drugs and drug users among different groups in society.</li><li>▪ Impact of the media and advertising on young people's thinking.</li><li>▪ Attitudes towards drugs and laws relating to drugs.</li><li>▪ Recognition of oneself as a role model and acceptance of responsibility for one's actions.</li><li>▪ Taking responsibility for one's own, and other people's safety.</li></ul> | <ul style="list-style-type: none"><li>▪ Social and cultural influences on young people.</li><li>▪ Attitudes towards drugs, drug users and misusers and laws relating to drugs, including licensing and retailing laws.</li><li>▪ Individuals' responsibility for their own actions.</li></ul> |
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## **Appendix B**

### **Responding to Drugs and Alcohol across the Continuum of Need (CoN)**

Children and young people involved in the use of drugs and alcohol may readily fail to disclose their personal use and their behaviour both in and out of school may initially be the most indicative factor of any substance use. Generally children and young people fear that they will get into trouble if they disclose or are fearful of how their parents/carers may react if their use is reported.

Furthermore, there will be additional barriers for some children with particular needs and disability, such as being a child of a substance misusing parent/carer, having communication difficulties or economic interdependencies, being exploited/coerced into the use of drugs, alcohol or experiencing mental health issues which may be attributed to their use of drugs or alcohol.

Common clues that indicate a teenager may be using drugs and alcohol include:

- truancy or poor attendance
- poor academic performance
- changes in mood
- changes in personality
- pregnancy
- emotional outbursts
- isolation (particularly for a child of a substance misusing parent)
- intoxication
- motivational changes
- changes to appearance
- deterioration in physical/mental health
- gravitates to drug/alcohol using peers
- possession of drugs/alcohol or drugs paraphernalia.

There are specific substance related scenarios that some members of school staff will encounter:

- a child/young person is said to associate with/actively seek out the company of substance users
- a child/young person is known to associate with/actively seek out the company of substance users
- a child/young person is said to use drugs/solvents/alcohol
- a child/young person is known to, or has disclosed, personal use of drugs/solvents/alcohol
- a child/young person has been found on school premises intoxicated due to misuse of drugs/solvents/alcohol
- a child/young person has been found with a suspected illegal drug
- a child/ young person are found to be in possession of alcoholic drink or solvents
- a child/young person is found to be supplying illegal or others prescribed drugs
- parents or carers may contact the school and raise their concerns about their child's presentation, their knowledge of their child's drug/alcohol use or concerns around access and/or exposure to drugs/alcohol.

The college will be able to respond to these scenarios with the aid of the CoN to assess those at risk and those that are not and help provide the right response to the right child. If you are unsure discuss with the ESBAS outreach workers or make a referral to the school health team etc.

In East Sussex the CoN is intended to provide practitioners with a shared understanding and common language around needs and risks surrounding children and their families. This section outlines schools response to drugs and alcohol across the CoN levels 1-4.

- Level 1 by providing universal awareness raising and provision of the PSHEe curriculum to all pupils.
- Level 2 by recognising when some children may need additional help in relation to drugs or alcohol and where there are a potential risks to their development, behaviours, educational attendance and attainment. The school should develop an Additional Needs Plan (ANP) or equivalent. ANP's can be useful in helping children/young people better manage their behaviour. However, it is important that their ANP specifically addresses the challenging behaviour, any attendance problems and the risk of exclusion related to drugs and alcohol.
- Level 3 by recognising when children have complex needs at level 3 and a response is needed to address risk of exclusion, disruptive/challenging behaviour and/or poor attendance linked to drugs or alcohol or parental substance misuse.
- Level 4 by recognising and responding to children with acute needs including being at risk of significant harm. Persistent and evidence of the misuse of drugs or alcohol e.g. visible intoxication, the possession of drugs or alcohol, the use of novel psychoactive substances, the potential supply of drugs or alcohol to other students, increasing risk of peer exploitation, child sexual or criminal exploitation/abuse, significant deterioration in their mental health. Under these circumstances there may be a need for immediate intervention and for the DSL to notify the SPOA or the Police immediately.

## APPENDIX C

### **Contact details of local and national support agencies** **East Sussex County Council Support Services**

#### **SPOA**

**East Sussex Safeguarding Services** [0-19.spoa@eastsussex.gov.uk](mailto:0-19.spoa@eastsussex.gov.uk) 01323 464222

#### **U19s Substance Misuse Service**

[u19sms.duty@east.sussex.gov.uk](mailto:u19sms.duty@east.sussex.gov.uk) 01323 464404

#### **ESBAS**

[esbas@eastsussex.gov.uk](mailto:esbas@eastsussex.gov.uk) 01273 481967

#### **Useful Organisations**

**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.addaction.org.uk](http://www.addaction.org.uk)

**ADFAM** offers information to families of drug and alcohol users, and the website has a database of local family support services.  
Website: [www.adfam.org.uk](http://www.adfam.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.  
Tel: 020 7264 0510. Email: [contact@alcoholconcern.org.uk](mailto:contact@alcoholconcern.org.uk) Website: [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)

**ASH (Action on Smoking and Health)** A campaigning public health charity aiming to reduce the health problems caused by tobacco. Email: [enquiries@ash.org.uk](mailto:enquiries@ash.org.uk) Website: [www.ash.org.uk](http://www.ash.org.uk)

**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. Email: [info@coramclc.org.uk](mailto:info@coramclc.org.uk) Website: [www.childrenslegalcentre.com](http://www.childrenslegalcentre.com)

**Children's Rights Alliance for England** - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child. Email: [info@crae.org.uk](mailto:info@crae.org.uk) Website: [www.crae.org.uk](http://www.crae.org.uk)

**Drinkaware** - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimize alcohol related harm. Website: [www.drinkaware.co.uk](http://www.drinkaware.co.uk) Email: [contact@drinkaware.co.uk](mailto:contact@drinkaware.co.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. Website: [www.drugwise.org.uk](http://www.drugwise.org.uk)

**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. 24 Hour Helpline: 03001236600 Text 82111  
Email: [frank@talktofrank.com](mailto:frank@talktofrank.com) Website: [www.talktofrank.com](http://www.talktofrank.com)

**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.  
Website: [www.mentoruk.org.uk](http://www.mentoruk.org.uk)

**National Children's Bureau** promotes the interests and well-being of all children and young people across every aspect of their lives. Website: [www.ncb.org.uk](http://www.ncb.org.uk)

**Family Lives** - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects.

Tel: 0800 800 2222 Website: <http://familylives.org.uk/>

**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 817762 Website: [www.re-solv.org](http://www.re-solv.org) Email: [c4r@resolv.org](mailto:c4r@resolv.org)

**Smokefree** - NHS Smoking Helpline Website: [www.nhs.uk/smokefree](http://www.nhs.uk/smokefree)

**Young People** can help young people with information and advice on issues relating to health, housing, relationships with family and friends, career and learning options, money, as well as helping young people find out about activities they can get involved in.

[www.gov.uk/government/policies/youngpeople](http://www.gov.uk/government/policies/youngpeople)

**Youth Offending Teams** – Local Youth Offending Teams are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to [prevent offending by young people under the age of 18. Website: [www.gov.uk/youth-offending-team](http://www.gov.uk/youth-offending-team)

**Legal Responsibilities**

1. The most important concern when a pupil, student, visitor or member of staff is thought to be intoxicated, or under the influence of any drug or substance which adversely affects their judgement, is the safety of that person and all others on the premises.

**2. Drugs**

2.1 Under the Misuse of Drugs Act 1971, it is generally illegal to possess or supply a drug covered by the Act, unless authorised (e.g. possessing drugs prescribed for personal medical use).

2.2 No head, principal or youth worker (manager) should allow anyone to possess, produce, supply or offer illegal drugs on their premises. Knowingly permitting these activities is unlawful under the Misuse of Drugs Act 1971.

2.3 (a) Should any illegal drugs be found on such premises it is the manager's responsibility to hand them over to the police, or to destroy them immediately in order to prevent any young person from committing or continuing to commit an offence in connection with these drugs. It may not be immediately obvious whether any drugs found are intended solely for an individual's use or for supply to others. Whenever practicable, therefore, the best course of action would be to consult with the Police prior to destruction of the substance.

(b) A receipt from the Sussex Police drugs book will be filled in where it is deemed appropriate to hand the drugs over to the police. The drugs will then be sent on by Sussex Police for analysis or destruction.

**3. Alcohol**

3.1 The Licensing Act 1964 makes it generally illegal for alcohol to be sold to anyone under 18, or for a person under 18 to buy alcohol.

3.2 If a pupil or student is drunk and disorderly in a public place, they can be taken by the police into care and custody.

**4. Solvents**

4.1 Under the Intoxicating Substances (Supply) Act 1985, it is illegal for anyone to supply or offer to supply a substance if they know or believe that the substance being supplied will be inhaled by a person under 18 for the purpose of intoxication. Paradoxically it is not actually an offence to inhale solvents for the purpose of intoxication. However, the police are normally able to deal with such persons under public order provisions.

**5. General**

5.1 It is possible for a prosecution to be brought under the Health and Safety at Work Act 1974 if an individual has not taken due care of themselves and others in the workplace. In most cases, a common sense approach which leads to the speedy removal of anyone who is known to be under the influence of drugs, solvents or

alcohol from an area where they risk injury to themselves or others because of their condition, will help to avoid a prosecution.

- 5.2 Individuals can be removed from educational premises with police assistance if they are there without "lawful authority" and "cause or permit nuisance or disturbance to the annoyance of persons who lawfully use those premises". Those refusing to leave can be prosecuted under Section 40 of the Local Government (Miscellaneous Provisions) Act 1982.

### Contacts with the Police and Police Procedures

1. Sussex Police have a well established network of School Liaison Officers who are part of the Community Crime Prevention Branch of the Service and who work with the FE colleges and Youth Service as well as with schools.
2. The School Liaison Officers are a major source of advice on drug abuse problems and on substances, and normally the first point of contact with the police. They are usually able to discuss staff's concerns informally and give advice. It must, however, be appreciated that if the School Liaison Officer is consulted about a case which the officer then feels strongly requires formal investigation, he/she is bound to report it formally.

Regarding controlled drugs, the School Liaison Officer, in deciding whether formal investigation is required, will take into account:

- quantity of drugs found;
- regularity of occurrence;
- whether the drugs appear intended for supply to others.

No formal investigation will take place without reference to the officer's supervisor **and** without full consultation with the head of the school.

3. A School Liaison Officer is **not** involved in any formal investigation.
4. A pupil/student would be unlikely for drugs offences to be prosecuted solely on the basis of a confession.
5. Police priorities are to tackle the drugs problem by getting at dealer networks rather than prosecute less serious individual offences of drug misuse. However, they are likely to take more seriously drug misuse offences committed by young persons aged 17 and over. Their procedures do not require them to inform the parents if they arrest a person aged 17 or over although in most cases the detained person is entitled to have someone, such as a parent, informed of his/her whereabouts by the police.
6. If there is an urgent need to contact the police and the Liaison Officer or Crime Prevention Supervisor are unavailable, the problem should be reported to Community Crime Prevention, Police Headquarters.