



LEICESTER HIGH SCHOOL FOR GIRLS

DRUGS POLICY (for Staff and Pupils)

General Statement

At Leicester High School, we are committed to promoting a healthy, safe environment, in which good citizenship and respect of the law can flourish. We believe that it is important to deliver a clear, consistent moral framework which promotes the integrity of our community, and gives all of our pupils the understanding and self-confidence to reject illegal drugs and substances. Drug education will be aimed at primary prevention and improving personal and social skills.

Our policy is to develop individuals who are capable of informed decision-making. The opportunity to clarify attitudes and values, both individual and social, is also essential to people who are in control of their own decisions and their own lives.

Laws relating to drug use also play a part in deciding how different societies view drug problems. It is essential that young people are familiar with the legal implications of drug use, both illegal substances and legal substances (for example, alcohol, tobacco, **psychoactive substances** and abuse of medicines) in this country and abroad.

Definition

The definition of a drug used by the DCFS(in "Department of Children and Family Services – American so delete?Drugs Guidance for Schools" is:

"A substance people take to change the way they feel, think or behave. This includes:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971 and Psychoactive Substances Act 2016)
- All legal drugs, including alcohol, tobacco (and substitute versions such as e-cigarettes), volatile substances, ketamine* and alkyl nitrates (which are legal to sell but only as "not for human consumption")
- All over-the-counter drugs and prescription drugs."
- * Class B illegal drug

Policy Aims

We believe and support the following aims in respect of substance use and misuses:

- To enable students to make healthy and informed choices by increasing knowledge, challenging attitudes and developing and practising skills
- To provide accurate and up-to-date information about substances
- To increase understanding about the implications and possible consequences of use and misuse of these substances
- To widen understanding about related health and social issues, eg sex and sexuality, crime, HIV and AIDS



- To enable young people to identify sources of appropriate personal support

How these aims will be fulfilled

At LHS, we deliver the health education curriculum mainly through PSHCE and Science. Other opportunities to reinforce and broaden learning in different contexts will occur in other subject areas and the moral aspects will be covered in Philosophy and Belief.

The Head of PSHCE will be responsible for the Drugs Education Programme which will be planned and carried out in conjunction with the PSHCE teaching team. The Head of PSHCE will also identify staff training needs.

The School Nurse plays an active role in promoting greater awareness about the risks involved, and will offer informed medical advice. Pupils can discuss their individual worries about drugs or substances with her, their form teacher, Head of Year/Key Stage, or any member of staff.

Areas which relate to drug awareness (*for further information see PSHCE Handbook*)

At Key Stage 1

The PSHCE Scheme of work includes opportunities for pupils to learn:

- that household products, including medicines, can be harmful if not used properly
- to recognise that they share a responsibility for keeping themselves and others safe, when to say, 'yes', 'no', 'I'll ask' and 'I'll tell'

At Key Stage 2

The PSHCE Scheme of work includes opportunities for pupils to learn:

- what positively and negatively affects their physical, mental and emotional health (including the media)
- that pressure to behave in an unacceptable, unhealthy or risky way can come from a variety of sources, including people they know and the media
- about taking care of their body

Key Stage 3

- School rules - appropriate behaviour
- Staying safe
- Influences on behaviour
- Assertiveness; Saying NO
- Peer Pressure
- Use of drugs, alcohol, solvent abuse and smoking, their effects and consequences



Key Stage 4

- Staying healthy – self-protection – date rape
- Relationships with others
- Assertiveness, when and how to say no
- Acceptable behaviour in society
- Consequences of behaviour
- Safety at work
- Drinking and driving
- Sources of help
- Legal, personal and social implications relating to drug taking, including sessions led by the Police.

Skills and Abilities

Students will be helped to develop the following skills:

- Assertiveness
- Responsible decision-making
- Communication

Organisation

Co-ordination of Health Education, including drug awareness, is the responsibility of the Head of PSHCE.

The Role of the Headmaster

The Headmaster takes overall responsibility for the policy and its implementation. He also takes responsibility for the liaison with the Governing Body, parents and appropriate outside agencies, including the media.

The **Governing Body** will be involved in substance education and substance-related incidents in the same manner as any other matter concerning the direction of the School.

The Role of Staff

Drug prevention is a whole school issue and every member of staff, both teaching and support staff, has a part to play in implementation of the policy. In the case of a drug-related incident, be aware of press interest. Staff must never respond directly to requests for information. This will be dealt with by the Headmaster, who will act in the best interests of the pupils and the School.

The Role of Parents

Leicester High School believes in the principle of sharing the responsibility of



educating our students in partnership with parents. We will encourage parental involvement and keep parents informed of policy concerning all health matters. If parents have any concerns, we ask them to contact the form teacher/sixth form tutor initially.

PROCEDURES FOR DEALING WITH DRUG RELATED INCIDENTS

General

The School will deal with each substance incident individually and recognises that a variety of responses will be necessary to deal with these incidents. The School will seek to balance the interests of the student, other members of the School and the local community.

If individual staff become aware of situations where actual or suspected substance use exists, they must, in dealing with it, seek the support of senior colleagues. Pastoral procedures must be followed at all times. Any incident to which they are party must be formally documented, dated and signed, and the information and substance passed immediately to the Headmaster, where it will be locked securely until handed over to the police. It is of vital importance that these incidents are dealt with promptly.

Members of staff should inform the Headmaster or, in his absence, the Deputy Head of the action taken. After investigation by the Headmaster, the incident may result in a student's suspension and/or exclusion.

Teachers must, of course, be prepared to discuss all issues openly and sensitively, but **they cannot promise confidentiality to students, as they are not protected by law and circumstances may arise which make any such commitment unrealistic.**

In dealing with cases of substance abuse, parents will expect to be informed if their child has been involved. Pupils will be encouraged to speak to their parents about the situation. In some cases, however, there may be legitimate grounds where the School sees fit not to inform the parents immediately.

Possession and / or discovery of substances that are suspected to be harmful, illegal or deserving of investigation.

If a suspicious substance is found, obtained or confiscated, the following action should be taken:

- If the substance is not illegal for a student to possess or consume, e.g. cigarettes, alcohol, solvents, or the misuse of medication, the School should treat the substance according to normal School disciplinary procedure
- If you suspect (or have reasonable grounds to suspect) that any pupil has in their possession any product or substance which you believe (or reasonably believe) could cause them harm or others, then you have a basic power under "safeguarding" to seize that item from them in order to prevent them, or



others, coming into harm

- The possession, supply, production, or pupils concerned in any of these activities, of any form of Cannabis or Cannabis infused products that only contain cannabidoil (CBD), will be dealt with as a disciplinary matter
- If the substance cannot be identified, it should be treated as illegal
- If suspicious substances are discovered, the Headmaster (or Deputy Head in his absence) must be informed immediately (see procedures above)
- Staff should remove substances from a student or a place in the presence of another member of staff
- No member of staff has the right to search a student or their possessions unless they suspect the student of carrying a weapon. However, a student suspected of concealing drugs may be asked to turn out their pockets or bags voluntarily. Another teacher should always be present. The School reserves the right to carry out a drugs test
- The School will contact the police on finding an illegal substance to hand it over to them
- If staff suspect drug use in any individual, the School Nurse has drug testing kits available

There are two courses of action which can be taken legally and the final decision rests with the Headmaster:

- 1) Confiscate the substance in order to prevent the continuation of the offence of possession by the student concerned in the presence of another member of staff.
- 2) Hand the substance and details of the offence to the police as soon as possible. Staff are not obliged to give the names or the details of how it was received. However, in certain circumstances, they may be asked to do so.

MEDICAL PROCEDURES

Emergencies

- **If the student is drowsy or has lost consciousness, first aid and emergency procedures must take precedence over any other action.**
- Acute intoxication, unconsciousness and semi-consciousness should all be regarded as medical emergencies.
- In all medical emergencies, the Ambulance Service must be contacted immediately and someone with parental responsibility informed.
- Inform and seek help from a First Aider, but do not leave the person alone.
- Arrange for someone to accompany the student to hospital. Any tablets or other substances should be retained for examination at the hospital and in subsequent investigations.
- All emergencies should be carefully recorded and a copy sent to the Headmaster in consultation with other people involved.



Intoxication

It is very difficult to talk to a person who is intoxicated or high. Try to be calm and keep them in a quiet and airy room. If the person is to be taken home, ensure first that there is someone there to look after them. Leave discussing the incident until they have fully recovered.

Related School Policies:

- Behaviour and Sanctions Policy
- Safeguarding and Child Protection Policy
- Pupils' Code of Conduct

APPENDIX

By definition, DRUGS are substances that have an effect on the brain, mental functions and mood.

Indicators of possible drug use

While it is important to be aware of the signs of drug misuse, these are often easily confused with indicators of other problems or quite innocent behaviour, particularly among adolescents.

Staff should be mindful that anything from tobacco usage to alcohol and drug usage could be a result of a child being initially groomed for sexual exploitation (CSE). In these circumstances, where there is suspicion of CSE, staff should follow the Safeguarding and Child Protection Policy and Procedures, and contact the Police immediately.

- It is very important **not to jump to conclusions** and not to label people as drug users.
- Stereotyping the behaviour of any individual may exacerbate a problem.
- If any of the signs listed below occur consistently, or if several symptoms suddenly occur together, they may possibly indicate drug use.
- It is also essential that a sympathetic supportive attitude be taken; too hard an attitude may result in total non co-operation.

Possible signs

In individuals

- changes in attendance and unwillingness to take part in School activities
- decline in performance in school work
- extreme outbreaks of temper, swings of mood, restlessness or irritability
- excessive spending or borrowing of money
- stealing of money or goods
- excessive tiredness without obvious cause
- little interest in personal appearance
- wearing sunglasses at inappropriate times
- furtive behaviour
- slurred speech
- sores or rashes, especially on the mouth or nose



- lack of appetite
- heavy use of scents
- drugs-related graffiti

In groups

- regular absence on certain days
- being the subject of rumours about drug taking
- talking to strangers at or near the School premises
- exchanging money or objects in unusual circumstances
- associating briefly with an older person not normally part of the peer group
- keeping at a distance from other students in places unsupervised by staff
- use of drug takers slang

Best Practise Examples

Stage 1 – Manage the incident Internally (with consideration of disclosure to parents, depending on the nature of the incident)

Incident	Recommendation
A student discloses they have used alcohol and/or tobacco while off the School premises	Discuss with the student in a 1-1 setting and identify the credibility of the disclosure. (If you establish the incident is not true, you may still wish to consider disclosure based on your concerns with the young person’s attitude towards alcohol). Monitor for ongoing concerns, and if concerns/disclosures persist, escalate to Stage 2
A student smells of tobacco and claims that they have not smoked, but were around others smoking	Discuss with the student in a 1-1 setting and identify the credibility of the disclosure. Monitor for ongoing concerns and, if concerns persist, escalate to Stage 2

Stage 2 – Inform and Involve Parent/Person with parental responsibility/Responsible Adult

Incident	Recommendation
A student is found under the influence of alcohol during the day, having consumed the substance off the	The School will carefully consider the welfare of the student – seek medical attention, if necessary, and ensure



<p>premises</p>	<p>welfare support is offered.</p> <p>Depending on the source of the alcohol, Trading Standards may need to be informed.</p> <p>This could escalate to Stage 3 if there are further disclosures of where the alcohol was from, or repeated (2 or more) incidents.</p> <p>It is against the law (for an under 18):</p> <ul style="list-style-type: none"> • to be sold alcohol • to buy or try to buy alcohol • for an adult to buy or try to buy alcohol
<p>A student is identified smoking tobacco</p>	<p>Discuss with parent/person with parental responsibility/responsible adult</p>

Stage 3 - Inform and Involve Parent/person with parental Responsibility/Responsible Adult and the Police

Incident	Recommendation
<p>A student is found under the influence of alcohol during the day, having bought the alcohol or had the alcohol bought for them</p>	<p>Educational providers should carefully consider the welfare of the student – seek medical attention if necessary and ensure welfare support is offered.</p> <p>It is against the law (for an under 18):</p> <ul style="list-style-type: none"> • to be sold alcohol • to buy or try to buy alcohol • for an adult to buy or try to buy alcohol <p>Inform parent/person with parental responsibility/responsible adult and contact your local Dedicated Neighbourhood Team, who will also liaise with Trading Standards regarding the sale of alcohol</p>
<p>A student discloses that they saw other (identifiable) students misusing solvents at the park</p>	<p>Inform parent/person with parental responsibility/responsible adult and contact your local Dedicated Neighbourhood Team</p>
<p>A student is found in possession of or uses an illegal drug on the premises</p>	<p>Inform parent/person with parental responsibility/responsible adult and Leicestershire Police.</p>



Stage 4 - Manage the Incident Internally and Involve the Police

Incident	Recommendation
A student alleges parental/person with parental responsibility/responsible adult illegal drug use.	Inform Leicestershire Police. Safeguarding and Child Protection procedures should be followed where relevant. Student welfare support should be considered.
An intoxicated parent/person with parental responsibility/responsible adult arrives at School to collect their child and drive them home.	If the parent/person with parental responsibility/responsible adult cannot be dissuaded from driving, the School should contact the Police to prevent an offence from taking place. Safeguarding and Child Protection procedures should also be followed.
Illegal drugs are being supplied in or near the vicinity of the School	Inform Leicestershire Police
Physical evidence of illegal or unauthorised drug use is found on the premises e.g. cannabis paraphernalia, or evidence of solvent abuse etc.	Your local Dedicated Neighbourhood Team should be made aware of the places substances are being misused, as increased patrols and targeted outreach may be considered where appropriate.
Suspected illegal drugs need to be removed from the premises e.g. a staff member finds what they think is a quantity of drugs.	Contact your local Dedicated Neighbourhood Team
A quantity of a Psychoactive Substance or packaging is found at the School	Contact your local Dedicated Neighbourhood Team, who in addition to standard procedures will also advise the Op Nitrox Team

For information and friendly, confidential drugs advice Tel: 0300 123 6600
www.talktofrank.com

Sponsor update	DM
School Committee review	Pastoral Committee October 2018
Leadership Team review	June 2019
Governor Committee review	
Next Governor update	