

## **DRUGS POLICY**

### **Context**

As in every town and city in Britain, there have been incidents in Boston involving drugs and we are proud of the support and advice we offer to all our students and their families, whilst maintaining zero tolerance on illegal drugs and drug misuse in college itself. At Haven High Technology College, we welcome students with specific medical needs, and have listed in the following policy how we manage students with prescribed drug dependencies and also those who rely heavily on medical support. We utilise all appropriate support from local police, health services and the LEA to strengthen our curriculum and for staff and parent training. There is a police officer attached to college who provides part of the drugs education in Key Stage 3 and 4, and who is available, alongside the school nurse, for counselling. This policy aims to:

- Educate our students of the risks associated with substance misuse
- Provide support for students affected by that misuse
- Provide support for students with specific medical needs
- Provide a controlled environment for students who need to regularly take prescribed/over the counter medication
- Refer to appropriate agencies as and when required

### **1. Aims**

In addition to the Haven High Technology College's aims and objectives, we are also striving to equip our students with the knowledge and skills to make informed and sensible decisions about how they live their lives within the parameters of British society. An appropriate and balanced education is offered to all students regardless of specific medical needs.

### **2. Leadership, management and governance**

A core team has responsibility for overseeing this policy, Head of School, Assistant Head (student services), Head of Social Studies, a Head of Year and BiP Mentor – the core team being responsible to the Executive Headteacher and link governor. However, all staff have a duty to read and understand this policy and ensure the well-being of all students.

#### **Governors should:**

- Ensure that the college complies with all legislation regarding drugs education and related incidents
- Ensure students with specific medical needs are adequately catered for
- Ensure that this policy is implemented
- Review this policy annually and monitor its implementation regularly.

#### **The Executive Headteacher should:**

- Along with the governing body, ensure that the policy complies with all legislation regarding drugs education and related incidents and adequately provides for and supports students with specific medical needs.
- Ensure that all staff are aware of their responsibilities under the policy and are given adequate and regular training and support so they can fulfil their responsibilities.
- Take disciplinary action against staff or student who misuses drugs on the college premises
- Take appropriate action against staff or student who misuses drugs off college premises if it directly affects the college and its reputation

- Offer support and/or referral to an appropriate agency for any staff or student with drug related problems, without judgement.

### **Staff with responsibility for drugs education and related incidents**

The core team will have responsibility for:

- Dealing with and recording drugs related incidents using college proformas
- Informing staff of students with specific medical needs
- Maintaining the list of drugs permitted in college

The Head of Social Studies will have responsibility for:

- Co-ordinating Drugs Education as part of the Citizenship curriculum
- Liaising with outside agencies delivering part of the Citizenship programme

**All staff** should:

- Have training to recognise drug related incidents and to be aware of who to refer them to within college
- Keep up to date with the college's Drugs Policy and other related legislation, by attending training and accessing the latest information through in college professional development and INSET
- Keep up to date with the college's medical list and offer support to students on that list

**Teaching staff** should:

- Ensure that students are not put at risk due to the effects of substance misuse
- Not be under the influence of alcohol or illegal drugs whilst on college premises
- Inform the Head teacher of any long term health issues which might necessitate the taking of drugs on college premises
- Support all students with specific medical needs

**Parents** should:

- Inform the college if their child has to take medication whilst at college and arrange for the office to oversee their administration
- Provide up to date contact information to allow the college to inform them should there be any problem concerning their child's medication and if they are not taking it as required
- Support the college's policy on illegal substances and any action taken by the college if their child is caught with or under the influence of said substances during the college day

**Visitors and contractors** should;

- Be made aware of the drugs policy in college where appropriate
- Ensure that the policy is observed
- Not bring any illegal substances on the premises unless permitted by the Head teacher
- Not bring alcohol onto college premises

## **4. Whole college issues**

The Executive Headteacher, Head of School, governors and named member of staff will monitor the following to ensure they actively support the Haven High Technology College Drugs Policy.

### **(i) Admissions and attendance**

- Does not disadvantage students with specific medical needs if they are able to attend college
- Staff are aware of any students with long term medical needs and who require drugs, prescription or not, during the day
- Action is taken if the above does not occur

**ii) Attainment, progress and assessment**

- Student's with specific medical needs should be supported so they have every chance of reaching their full potential
- Trends in underachievement should be identified
- Action should be taken on the above

**(iii) Drug and substance misuse and college ethos**

- College publicly supports and values community relations
- College has an atmosphere of mutual respect and trust between students and staff regardless of substance misuse
- Incidents of misuse are recorded by staff
- Staff are trained to deal effectively and consistently with incidents
- Students, staff and parents are aware of procedures to deal with said incidents
- The college works closely with outside agencies to tackle drug and substance misuse

**(iv) Behaviour, discipline and exclusions**

- The discipline policy is fair and equitable to all students regardless of their medical needs
- Possible substance use/misuse is considered when investigating poor behaviour
- Monitoring students with medical needs and/or drug dependencies is undertaken to ensure no disparity exists in the rates of exclusion
- Long term truants with the afore mentioned needs are offered a reintegration programme which takes into account those needs
- Possession of an illegal substance on college premises will normally result in a permanent exclusion. When, in the opinion of the Executive Headteacher, a permanent exclusion is not in the best interest of the child and college as a whole the following will apply:
  1. Fixed term exclusion no less than 30 days
  2. Compulsory attendance of counselling and advice programme from AddAction Team
  3. Attendance by parent of a least one of the above sessions

**NOTE:** Repeated possession of, or supply of, an illegal substance will always result in a permanent exclusion.

**(v) Personal development and pastoral care**

- Pastoral support is appropriate to all students and takes into account any medical needs they may have
- A full range of career and post 16 options is available to all students who are encouraged to consider them all
- Work experience will be offered to students which is appropriate to their medical needs and/or drug dependency
- The college will support any student with said needs during that placement
- External agencies are utilised for students who suffer the consequences of substance misuse

#### **(vi) Teaching and learning**

- Staff create an environment where students can contribute fully
- Teaching takes into account of any specific medical and drug needs of the students
- Teachers challenge inappropriate attitudes towards substance taking and misuse

#### **(vii) Curriculum**

- Incorporates the principles of any appropriate legislation about substance misuse and drugs
- Students are taught ways of dealing with peer pressure, substance misuse and subsequent health related issues
- All students are able to access the full curriculum and supported to do so
- Role models of abstinence and recovery are brought into college through outside speakers, dramatic presentations and extra curricular activities
- Students are able to participate fully in extra curricular activities as their medical condition dictates, and alternative activities should be offered as and when needed. No student should miss out on extended college life

#### **(viii) Staff recruitment and professional development**

- Posts are advertised to the widest pool of applicants, including those with disabilities
- All those involved in recruitment should be aware of the drugs policy and its possible implications for the retention or rejection of applicants
- Data on disability of staff is provided to LEA annually

#### **(ix) Partnerships with parents and communities**

- All parents are encouraged to participate fully in the life of the college
- The college works closely with parents and the community to promote positive lifestyles which take into account legislation on legal and illegal substances and support those who are affected by their misuse
- The college's premises are accessible to all, despite any disability
- Forums are held as appropriate, to inform parents and community members of the dangers associated with substance misuse

#### **(x) Dealing with drug related incidents**

- Substances which are not permitted on college premises, for example illegal drugs, cigarettes and alcohol must be listed and this list should be updated regularly to take into account any changes in legislation
- The afore mentioned list should be made available to all staff and parents upon request
- Incidents should be recorded by the member of staff responsible for Drug Related Incidents (Core Team, see HOF Social Studies), under one of the six headings shown below. Each case should be considered on its own merits and the student, or staff member involved should be treated as an individual with all circumstances taken into account.

#### **Drug related incidents headings**

- Emergency, requiring first aid or medical intervention

- Intoxication
- Suspicion or rumour
- Complaint or allegation from staff member or parent/carer
- Discovery or observation
- Disclosure
- Parental use
- The Core Team (See HOF Social Studies) has Incident Recording Forms, information regarding the law relating to drugs and the list of drugs permitted in college.

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