



# Saint Aidan's Church of England High School

## Drugs and substance use and misuse policy

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## DRUGS AND SUBSTANCE USE AND MISUSE POLICY

Saint Aidan's Church of England High School condones neither the misuse of drugs or alcohol by its members, nor the illegal supply of these substances.

- We are committed to the health, safety and well-being of all members of the school.
- We acknowledge the importance of the School's role in the care and guidance of all students.
- We believe that the school ethos and pastoral programme are central to the personal and social development of all.

The promotion of healthy lifestyles through a planned programme of Health Education within the Personal, Social, Health Education Curriculum is one of the ways we as a school prepare students for adult life, but other curriculum opportunities, e.g. in Science, Health and Social Care, Physical Education, etc. will help to reinforce learning.

The school actively co-operates with other agencies such as the School's Police Liaison Team, the Lancashire Young People's Service and the School Nurse to deliver its commitment to drugs education.

- We aim in respect of substance use and misuse:
- to enable students to make healthy, informed choices by increasing knowledge, developing and practising skills and challenging attitudes;
- to provide accurate (continually updated) information about substances;
- to increase awareness and understanding about the implications and possible consequences of use and misuse;
- to widen understanding about related health and social issues; sex, crime, HIV, AIDS;
- to seek support and encouragement of parents in the school's approach to Drug Education and involve them in the process;
- to ensure new staff receive induction training which covers the school's approach to Drug Education and both the Pastoral and Disciplinary Policy for dealing with drug related incidents (Circa. 4/95:37);
- to ensure that all staff and the Parents' Association are aware that their personal conduct and attitudes to substances can have significant impact on the readiness of students to adopt responsible attitudes and behaviour in response to drugs; e.g. We are a non-smoking school. Medication is kept in the Administration Office in a restricted area.
- to understand those who are experiencing or likely to experience substance misuse and to help and guide them and their families and offer appropriate support.

The Governors will take overall responsibility for the Policy, delegating through the Headteacher its implementation, liaison with the governors, parents, LEA and outside agencies and ensuring that all staff dealing with substance issues are adequately supported and trained.

In instances of substance misuse or supply on the premises and following discussion with the Form Tutor and the Head of Year, parents and the Police will be informed at the earliest opportunity by the Headteacher.

If a student admits to using or supplying substances off the premises the teacher to whom this is disclosed must inform the Designated Safeguarding Lead. The DSL will inform the Headteacher who will inform the parents and the Police.

We will consider each incident individually and recognise that a variety of responses will be necessary to deal with respective incidents as indicated in our Behaviour For Learning Policy.

Any action we take will have implications so we will consider the situations very carefully. We need to consider not only the interests of the student involved but also the other members of the School community.

If staff discover substances that they suspect to be harmful or illegal they should note the two circumstances in which substances may be removed:

- From a place - If possible remove the substance from where it was discovered in the presence of a witness. If this is not possible, staff should not leave the substance there while they enlist the support of a colleague.
- From a student - When retrieving substances from a student staff should do so in the presence of a witness if at all possible.

The following guidelines should be observed at all times:

- Remove substance(s), record the time, place and circumstance on Synergy;
- Record appearance and size but do not investigate nature of substance;
- A witness must countersign all recordings (again, Synergy may be used);
- Take the substance(s) to either the Headteacher or any other member of the Leadership Team. Do not keep the substance on your person or in a place of safekeeping. This action may place you at risk;
- In the presence of the Headteacher (or other member of the Leadership Team) place the substance in a suitable sealed container. All present should sign across the seal. It should be dated. An official report of the incident should be recorded on Synergy;
- In all incidents the Police must be informed;

N.B. ***For further information see 'Lancashire County Council Guidelines for the management of substance related problems and incidents in the secondary school' - green file in Staff Room.***