



OWLS Academy Trust

Drugs and Alcohol Policy

Adopted by The OWLS Academy Trust on	
Next Review Due	

OWLS Academy Trust takes a zero tolerance approach to the misuse of drugs and alcohol on our premises. This policy has been developed in conjunction with DfE guidance to ensure that everyone is aware of the risks posed by the misuse of drugs and alcohol.

We are committed to:

- Upholding the Health and Safety Policy already in place at schools across the Trust;
- Providing a safe and healthy environment which is conducive to the education of the children;
- Providing a robust policy which outlines our zero tolerance approach to drugs and alcohol misuse;
- Developing and improving the policy by reviewing it after any incident;
- Educating pupils on the dangers of drug and alcohol misuse.



Legal Framework

This policy has due regard to relevant legislation and guidance including but not limited to:

- Keeping Children Safe in Education (2015);
- The Children and Families Act (2014);
- The Education Act (2011);
- The Health Act (2006).

This policy will be implemented in conjunction with the following Trust / School policies (where in place):

- Screening, Searches and Confiscation Policy;
- Child Protection and Safeguarding Policy;
- Health and Safety Policy;
- PSHE Policy;
- Administration of Medicines Policy;
- COSHH Policy



Key Roles and Responsibilities

The head teacher / head of school is responsible for dealing with any alcohol and drug related issues within the school.



Definitions

The OWLS Academy Trust defines a “drug” as any substance which, when ingested, alters perception and the way the body works. This definition includes, but is not limited to:

- All illegal substances;
- Alcohol;
- Tobacco;
- Solvents;
- Medicines;
- Legal Highs.

Staff Training

At each school within the Trust we recognise that early intervention can prevent drug misuse. As such, teachers will receive training in identifying pupils who may be at risk.

Teachers and support staff will receive formal drug training during their induction process, and will receive regular and ongoing training as part of their professional development.

Drug Education

All pupils will receive regular guidance on drugs and alcohol as part of the citizenship curriculum. Drugs and alcohol will feature regularly as part of the pastoral education in the form of classes and assemblies. Lessons will be delivered as appropriate to the age and phase of the pupils and will be differentiated according to individual learning styles.

Where appropriate, visitors and external speakers will join us to lead classes on drug and alcohol misuse.

Smoking

In accordance with Part 1 of the Health Act 2006, all schools within the OWLS Academy Trust are smoke free environments. This includes all buildings, out-buildings, playgrounds, playing fields and sheltered areas.

Parents/carers, visitors and staff must not smoke on school grounds and will avoid smoking in front of pupils and/or encouraging pupils to smoke.

Pupils are not permitted to bring smoking or nicotine products onto the premises. This includes, but is not limited to, cigarettes, e-cigarettes, lighters, matches or pipes.

In the interest of health and hygiene, smoking will not be permitted at, or around, the school gates.

Legal Drugs and Prescribed Medicines

We understand that some pupils may require medications that have been prescribed by a doctor or other health professional. Parents/carers have the primary responsibility for their child's health and should provide the school with all relevant information about their child's medical condition.

Medicines should only be brought onto the premises if it would be detrimental to the child's health if medicines were not administered during their time at the school.

The school will only accept medicines which have been prescribed by a doctor, dentist, nurse or pharmacist. Medicines must be provided in the original container as dispensed and must include the prescriber's instructions for administration and dosage.

Further guidance can be found in the Administration of Medicine's policy.

Solvents

Pupils are not permitted to bring solvent-based products onto the premises including, but not limited to, aerosol deodorants, compressed air and aerosol hairspray.

The school will ensure that potentially hazardous solvents are stored safely, and pupils will be supervised if they are required to come into contact with them.

For more information please refer to COSHH (Control of Substances Hazardous to Health) policies / procedures.



Persons Found to be Under the Influence of Drugs / Alcohol

Staff members found to be under the influence of drugs or alcohol whilst on school premises will be disciplined in line with their contract of employment.

Visitors to the school who are found to be under the influence of drugs or alcohol on school grounds will be escorted from the premises. The head teacher / head of school has the authority to ban persistent offenders from the school.

Unless it is a medical emergency, or where there is aggressive or threatening behaviour, pupils found to be under the influence of alcohol whilst on school premises will be removed from class and escorted to the head teacher's office, where they will be assessed. The pupil's parent/carer will be asked to remove the pupil from the premises, and the pupil will remain in the Head Teacher's office until their parent/carer arrives.

If necessary, a search will be conducted and/or a breathalyser test will be administered.



Medical Emergencies

In drug-related medical emergencies, trained first aiders will be summoned. A teacher will remain with the casualty until the trained first aider arrives. Other pupils will be removed from the immediate area as soon as is reasonably practicable.

Following assessment by the first aider a decision will be made to ascertain whether an ambulance will be called.

The pupil's parents/carers will be telephoned and told about the incident.

If the pupil is felt to be at risk, the Safeguarding Policy will come into the effect and social services will be contacted.

All accidents and incidents, including near misses or dangerous occurrences, will be reported as soon as possible in accordance with the Health and Safety Policy.



Threatening Behaviour

Aggressive and threatening behaviour by pupils, staff or visitors under the influence of drugs or alcohol will be taken very seriously.

Where aggressive and/or threatening behaviour is displayed schools within the Trust will not hesitate in contacting the police. Any pupil, staff member or visitor displaying aggressive and/or threatening behaviour will be removed from the premises. In the case of pupils, parents/carers will be contacted.

Searching

Staff members may use common law to search pupils, with their consent, for any item.

Staff members may ask any pupil to turn out their pockets and may search any pupil's bag or locker.

Under Part 2, Section 2 of the Education Act 2011, teachers are authorised by the head teacher to search for any prohibited item including, but not limited to, tobacco and cigarette papers, as well as illegal drugs and alcohol without the consent of the pupil if they have reasonable grounds for suspecting that the pupil is in possession of a prohibited item.

Searches will be conducted by a same sex member of staff with another same sex staff member as a witness, unless there is a risk that serious harm will be caused to a person if the search is not done immediately and where it is not practicable to summon another member of staff. Staff members may require a pupil to remove outer clothing including hats, scarves, boots, coats and scarves.

Pupil's possessions will only be searched in the presence of the pupil and another member of staff unless there is a risk that serious harm will be caused to a person if the search is not done immediately and where it is not practicable to summon another member of staff.

Staff members may use such force as is reasonable given the circumstances when conducting a search for alcohol, illegal drugs or tobacco products.

A staff member carrying out the search can confiscate anything they have reasonable grounds for suspecting is a prohibited item. This includes "legal highs" and other potentially harmful materials which cannot immediately be identified.

Any staff member, except for security staff, may refuse to conduct a search.

Controlled Substances

The OWLS Academy Trust has a zero tolerance policy on illegal drugs.

Following the identification and confiscation of a controlled substance, a staff member will seal the sample in a plastic bag and include details of the date and time of the confiscation and the name of any witness(es) present. The staff member will store the sample in a secure location.

The incident will be reported immediately to the police, who will collect the sample and then deal with it in line with agreed protocols. Schools within the OWLS Academy Trust will not hesitate in giving the police the name of the pupil from whom the drugs were taken.

A full incident report will be completed and submitted to the Head Teacher / Head of School.

Any further measures will be undertaken in line with the school's Safeguarding Policy.

Where controlled substances are found on school trips away from the school premises, parents/carers of the pupil will be notified, as will the local police.

Discipline

Pupils involved in drug and/or alcohol situations on school premises will be disciplined as per school policy, and where appropriate the police will be informed.

Staff members involved in drug and/or alcohol situations on school premises will be subject to procedures set out in the Disciplinary Policy, and where appropriate the police will be informed.

Visitors involved in drug and/or alcohol situations on school premises will be banned from entering school premises indefinitely, and where appropriate the police will be informed.



Monitoring and review

This policy will be reviewed on an annual basis by the OWLS Academy Trust.