



Alcohol and Drugs Policy

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Statement of intent

Haileybury Turnford takes a very serious approach to the misuse of drugs and alcohol. 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 the school.
- Providing a safe and healthy environment which is conducive to the education of the students in the school.
- Providing a robust policy which outlines our firm and serious approach to drugs and alcohol misuse.
- Developing and improving the policy by reviewing it after any incident.
- Educating students on the dangers of drug and alcohol misuse.

1. Legal framework

1.1. This policy has due regard to relevant legislation and guidance, including, but not limited to the following:

- Keeping Children Safe in Education 2020
- The Children and Families Act 2014
- The Education Act 2011
- The Health Act 2006

1.2. This policy will be implemented in conjunction with the school's:

- Rewards, Behaviour and Discipline Policy
- Child Protection Policy
- Health and Safety Policy
- Supporting Students with Medical Conditions Policy
- Safeguarding Policy

2. Key roles and responsibilities

2.1. The Principal is ultimately responsible for dealing with any alcohol and drug related issues within the school.

3. Definitions

3.1. Haileybury Turnford 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
- Psychoactive substances
- Vaping

4. Staff training

4.1. At Haileybury Turnford, we recognise that early intervention can prevent drug misuse. As such, teachers will receive training in identifying students who may be at risk.

4.2. Teachers and support staff will receive drug awareness training during their induction process.

4.3. Teachers and support staff will receive regular and ongoing training as part of their professional development.

5. Drug education

5.1. All students will receive regular guidance on the dangers of drugs and alcohol as part of the Personal & Social Development (PSD) Curriculum.

- 5.2. Drugs and alcohol education will feature regularly as part of the pastoral education in the form of classes, Tutor sessions and assemblies.
- 5.3. Lessons will be delivered as appropriate to the age and phase of the students and will be differentiated according to individual learning styles.
- 5.4. Where appropriate, visitors and external speakers will join us to lead classes on the dangers of drug and alcohol misuse.

6. Smoking

- 6.1. In accordance with Part 1 of the Health Act 2006, Haileybury Turnford is a smoke free environment. This includes all buildings, out-buildings, playgrounds, playing fields and sheltered areas.
- 6.2. Parents/carers, visitors and staff must not smoke on school grounds or during any off-site school activity, such as school trips or sporting events. This includes not smoking whilst travelling with students to or from any off-site school activity.
- 6.3. Students, including sixth form students over the age of 18, 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.
- 6.4. In the interest of health and hygiene, smoking is not permitted at, or around, the school gates.

7. Legal drugs and prescribed medicines

- 7.1. We understand that some students may require medications that have been prescribed by a doctor, or other health professional.
- 7.2. 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.
- 7.3. Medicines should only be brought onto the premises if it has been prescribed by a doctor or health professional that such medicines need to be taken by a student during the school day.
- 7.4. The school will only permit medicines which have been prescribed by a medical professional.
- 7.5. Medicines must be kept in the original container as dispensed and must include the prescriber's instructions for administration and dosage.
- 7.6. Further guidance can be found in the school's Supporting Students with Medical Conditions Policy.

8. Solvents

- 8.1. Students are not permitted to bring solvent-based products onto the premises including, but not limited to, aerosol deodorants, compressed air, and aerosol hairspray.
- 8.2. The school will ensure that potentially hazardous solvents are stored safely and students will be supervised if they are required to come into contact with them.

8.3. More information can be found in the school's Health and Safety Policy.

9. Persons found to be under the influence of drugs or alcohol

- 9.1. Staff members found to be under the influence of drugs or alcohol whilst on school premises, whilst otherwise carrying out their duties, or in circumstances which otherwise brings the school into disrepute, will be disciplined in line with their contract of employment and the school's staff Disciplinary Policy.
- 9.2. Visitors to the school found to be under the influence of drugs or alcohol on school grounds will be escorted from the premises. The Principal has the authority to ban persistent offenders from entering the school.
- 9.3. Unless it is a medical emergency, or where there is aggressive or threatening behaviour, students found to be under the influence of drugs or alcohol whilst on school premises will be removed from class and escorted to the Principal's office, Vice Principal's office, or other appropriate pastoral office.
- 9.4. The student's parent/carer will be asked to collect the student from the premises.
- 9.5. The student will remain in the Principal's office until their parent/carer arrives.
- 9.6. If necessary, a search will be conducted in accordance with the school's Searching Policy and in accordance with the school's Rewards, Behaviour and Discipline Policy, to determine whether the student is in possession of any prohibited substance.

10. Medical emergencies

- 10.1. In drug related medical emergencies, trained first aiders will be summoned. In circumstances where an ambulance is immediately required, a member of staff will contact the emergency services. If a first aider is summoned in the first instance, the first aider will assess the situation and decide whether an ambulance should be called.
- 10.2. A member of staff will remain with the casualty until the trained first aider and/or ambulance arrives.
- 10.3. Other students will be removed from the immediate area, as soon as is reasonably practicable.
- 10.4. The student's parent/carer will be telephoned and told about the incident.
- 10.5. If the student is felt to be at risk, the Child Protection Policy will come into effect and social services will be contacted.
- 10.6. All accidents and incidents involving substances under this policy will be reported as soon as possible following the school's Health and Safety Policy.

11. Threatening behaviour

- 11.1. Aggressive and threatening behaviour by a student, staff or visitors under the influence of drugs or alcohol will be taken very seriously.
- 11.2. Where aggressive and/or threatening behaviour is displayed, Haileybury Turnford will not hesitate in contacting the Police.

11.3. Any student, staff member or visitor displaying aggressive and/or threatening behaviour will be removed from the premises.

11.4. In the case of students, parents/carers will be contacted.

12. Controlled substances

12.1. 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/witnesses present.

12.2. The staff member will store the sample in a secure location.

12.3. The incident will be reported immediately to the Police. The school will fully co-operate with the Police in their actions and investigations.

12.4. Haileybury Turnford will not hesitate in giving the Police the name of the student, from whom the substance was confiscated.

12.5. A full incident report will be completed and submitted to the Principal.

12.6. Any further measures will be undertaken in line with the school's Child Protection Policy.

12.7. Where controlled substances are found on school trips away from the school premises, parents/carers of the student, as well as local Police, will be notified. Parents may be required to arrange collection to take the student back home.

13. Discipline

13.1. Students involved in drug, alcohol or any other substance misuse in any of the following circumstances:

- on school premises
- when taking part in any school-organised activity
- when wearing school uniform or travelling to or from school, or
- when otherwise identifiable as a student at the school,

will be disciplined as per the school's Rewards, Behaviour and Discipline Policy and where appropriate the Police will be informed.

13.2. Teachers and staff members involved in drug, alcohol or any other substance misuse on school premises or otherwise during the performance of their duties or in any other circumstances which results in their conduct bringing the school into disrepute will be disciplined as per their contract of employment and the school's staff Disciplinary Policy, and, where appropriate, the Police will be informed.

13.3. Visitors involved in drug, alcohol or any other substance misuse on school premises will be escorted from the premises, and may be banned from entering school premises indefinitely, and where appropriate the Police will be informed.

14. Searching

- 14.1. Haileybury Turnford staff can search a student for any item if the student agrees.
- 14.2. The Principal and staff authorised by the Principal have a statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that a student may have a prohibited item. Prohibited items include alcohol, illegal drugs, tobacco and cigarette papers, or any other associated items.
- 14.3. The school's full policy and procedures on carrying out searches are set out in its Searching Policy.

15. Monitoring and review

- 15.1. This policy will be reviewed on an annual basis.
- 15.2. The school will ensure that this policy meets all of the relevant requirements for equality and non-discrimination as set out in the Equality Act 2010.