

# **St. Mary's College Drug Policy**

**Ratified JUNE 23<sup>RD</sup> 2005**

## **MISSION STATEMENT**

### The Mission of St Mary's College

“Love God with all your heart, with all your soul, with all your mind and with all your strength and love your neighbour as you love yourself” (Mk 12:30-31)

St Mary's R.C. Sports College exists to help parents and carers to educate young people spiritually, morally, physically and academically as well as possible.

We aim to be a truly Christian community, where our relationships are built on encouragement, concern, respect, forgiveness and reconciliation.

Our religious life is rooted in the faith, practice and moral teaching of the Roman Catholic Church.

Each person in our community is specially valued and has an important part to play in making sure that we live out our mission.

Our main concern in this policy is the Health and Safety of the school community and meeting the pastoral needs of all pupils

### **THE PURPOSE OF THE POLICY**

- Clarify the legal requirements and responsibilities of St. Mary's College.
- Reinforce and safeguard the Health and Safety of pupils and others who use St. Mary's College.
- Clarify St. Mary's College approach to drugs for all staff, pupils, governors, parents/carers, external agencies and the wider community.
- Give guidance on developing, implementing and monitoring the drug education programme.
- Enable staff to manage drugs on St. Mary's College premises, and any incidents that occur, with confidence and consistency, and in the best interests of those involved.
- Ensure that the response to incidents involving drugs complements the overall approach to drug education and the values and ethos of St. Mary's College.
- Reinforce the role of St. Mary's College in contributing to local and national strategies.

### **THE PRINCIPLES OF THE POLICY ARE UNDERPINNED BY THE NATIONAL HEALTHY SCHOOL STANDARD**

A school is a healthy school when there is a range of evidence of impact, demonstrating that all the following criteria are being met:

- Social inclusion and healthy inequalities inform the development and implementation of activities.
- In line with the DfES Continuing Professional Development strategy, the impact of CPD on the success of healthy school's activities is regularly being evaluated and informing the development of the healthy schools programme.
- The school is delivering the requirements of the National Curriculum, particularly in relation to sex and relationship education and drug education, including alcohol and

tobacco, in line with statutory requirements, non-statutory guidance and the NHSS criteria.

- Pupils views are reflected in school activities, including those with special educational needs and specific health conditions, as well as disaffected pupils, young carers and teenage parents.
- The whole school community (pupils, staff, parents, governors and community partners) is invited to take part in policy development, physical, social and cultural activity and support each others learning.
- The school provides a culture and environment to support the taught PSHE and citizenship curriculum.

Guidance on appropriate evidence is available on the NHSS website  
[www.wiredforhealth.gov.uk](http://www.wiredforhealth.gov.uk)

## **ST MARY'S COLLEGE DRUGS POLICY**

**DRAFT ONLY** – To be reviewed and ratified by the Governors.

**REVIEWED JUNE 2005**

### **Definition of a drug incident**

**Definition “A drug is a powerful chemical that can change how you think, feel and behave”**

All drugs are potentially dangerous.

The types of substances referred to in this policy are categorised as follows:-

<b>ILLEGAL</b> Drugs see Appendix (1)	<b>PRESCRIBED</b> Drugs General Sales medicines, Restricted medicines, Prescription only and Pharmacy medicines	<b>ALCOHOL</b>	<b>TOBACCO</b>	<b>OTC drugs</b> (Over the counter)	<b>SOLVENTS</b> Volatile substances, Solvents, lighter refills.
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There is no totally safe drug and any drug used, whether medically or non-medically, does have a risk. Risk can refer to those drugs inducing behaviours that:

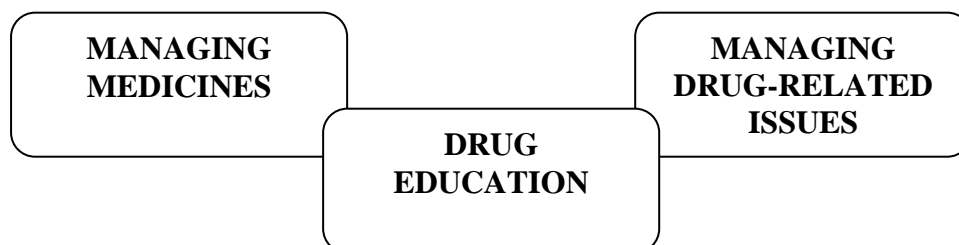
- interfere with the realisation of full potential

- harm the body
- harm relationships
- harm society
- break the law

Illegal and other unauthorised drugs are not acceptable within the boundaries of St. Mary's College or on any activity organised by St. Mary's College.

## AIM OF DRUG EDUCATION

**To educate the College community about the dangers of drugs and the consequences of their misuse. This policy will combine the following:**



### **Key Learning Objectives**

- To provide age appropriate, accurate and comprehensive information about the types of drugs and their legal status
- To promote a consistent approach to drug education and related issues.
- To encourage students to make the right choices by providing information, and strategies to raise self-esteem and confidence.
- To protect students and maintain a safe environment.
- To develop personal and social skills which enable young people and adults to live healthy lifestyles
- To develop an understanding of how feelings, attitudes and values influence choices.
- To develop knowledge and understanding about the effects of drugs on the body
- To ensure vulnerable pupils and SEN pupils will be able to access the PHSE programme and given appropriate support.

A cross curricular Drug Education Programme encompassing the overall aim of this policy will be delivered across the age range. This policy will actively reinforce the fundamental aims and objectives of St Mary's College Mission statement as detailed above.

## **STAFF KNOWLEDGE AND UNDERSTANDING**

### **All staff**

- to have a knowledge and understanding of the College's approach to drugs education.
- to be aware of the importance of drug education in the College and support its delivery. Training will be given as appropriate, principally within pastoral teams and delivered to whole staff when relevant.
- to be aware of the procedures outlined in the section entitled "Managing Drug Related Issues".
- to raise awareness of substances and their effects.

## **COMMUNITY**

The College will provide support and advice to parents

The College will establish links with supporting agencies e.g. Police, the LEA, Health and Social Care Services.

## **ROLES AND RESPONSIBILITIES**

Staff, parents, students and governors will be expected to support this policy and its aims and objectives.

**Named Person.**

This person will liaise, advise and support the College community and will be directly involved in the management of drug-related issues.

Assistant Head Pastoral (Management of Incidents)  
PHSE Co-ordinator (curriculum)

### LEARNING OUTCOMES

Activities will be developed to meet a range of learning styles and to ensure access to the curriculum with positive outcomes.

### **DRUG EDUCATION WITHIN THE CURRICULUM**

<b>YEAR 7</b>	<b>The dangers of tobacco</b>	<b>Tutorial</b>
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<b>YEAR 9</b>	<b>Drug Education Course – taught in Tutorial time</b>
<b>Units</b>	
<p><b>1. a) Introduction to drug education.</b> To ascertain how much knowledge students already have and to explore any miss-understandings.</p> <p style="padding-left: 20px;"><b>b)What do we mean by drugs?</b> <b>How do they affect you?</b> <b>What is drug abuse?</b></p>	
<p><b>2. The effects and dangers of taking drugs.</b> Using DRUG FACT FILE</p>	
<p><b>3. Why do people take drugs?</b></p>	
<p><b>4. How drugs have affected people’s lives.</b> a) Case studies b) Drugs and the Law – the legal implications of taking drugs</p>	
<p><b>5. The consequences of people taking drugs.</b></p>	
<p><b>YEAR 9/10</b> <b>THE DANGERS OF CANNABIS</b></p>	

## **THE DANGERS OF ALCOHOL**

### **YEAR 10 IN SCIENCE**

Pupils will be taught:

- The defence mechanisms of the body, including the role of skin, blood and mucus membranes of the respiratory tract.
- The effects of solvents, alcohol, tobacco and other drugs on body functions.
- Recognise that there are hazards in living things, materials and physical processes, and assess risks and take action to reduce risks to themselves and others.

### **YEAR 12/13**

### **VISITING SPEAKER – DRUG RELATED PROBLEMS**

**THE DRUG EDUCATION PROGRAMME WILL BE ADAPTED WHENEVER APPROPRIATE AND ACCORDING TO NATIONAL GUIDELINES. DISCUSSION AND REFLECTION IS ENCOURAGED IN KEEPING WITH THE SCHOOL MISSION STATEMENT.**

## **MANAGING DRUG RELATED ISSUES**

### **Managing Medicines in the College**

All medicines should be lodged\* and /or logged with the College's First Aider (based in the medical room /student services).

-Students who use Insulin and Inhalers must log them with the College's First Aider

-All other medicines should be lodged with the College's First Aider

Parents should inform the College in writing the details regarding how and when the medicine should be administered.

- Medical passes will be issued by the First Aider stating the time the student should be allowed out of class to receive their medication.
- No medicines should be taken in school without the supervision or knowledge of the First Aider.

## **MANAGING DRUG RELATED INCIDENTS**

The student handbook states that alcohol, tobacco, solvents, aerosols and any form of illegal substances are not allowed in the College. Students in breach of the above will be disciplined in accordance with the College's policy for such offences.

All incidents will be logged by the Named Person.

The College will support parents in seeking advice and help from relevant services and agencies

<b>NON REGISTRATION OF MEDICINES</b>	<b>Course of Action</b>	<b>Possible Further Action</b>
Students suspected of or found in possession /using	Medicines and student sent to the First Aider who will contact the parents/carers Investigation by named person .	<ul style="list-style-type: none"> <li>• Fixed term or permanent exclusion depending on the seriousness of the incident.</li> </ul>

## **PROCEDURE AND DISCIPLINE FOLLOWING A DRUG RELATED INCIDENT**

See appendix 2 for clarification of terminology

<b>TOBACCO</b>	<b>Course of Action</b>	<b>Possible further action</b>
Students suspected of or found in possession/using/selling	<ul style="list-style-type: none"> <li>• Reported to HOY</li> <li>• HOY informs Named Person</li> <li>• Investigation by Named Person</li> <li>• Goods and associated equipment confiscated</li> </ul> <p>Then one or more of the following as deemed appropriate:-</p> <ul style="list-style-type: none"> <li>• Letter sent home</li> <li>• College detention</li> </ul>	<ul style="list-style-type: none"> <li>• Fixed term or permanent exclusion depending on the seriousness of the incident.</li> <li>• Referral to external agency if appropriate</li> </ul>

<b>ALCOHOL</b>	<b>Course of Action</b>	<b>Possible further action</b>
Student found suspected of or found in possession/using/selling	<ul style="list-style-type: none"> <li>• Reported to HOY</li> <li>• HOY informs Named Person</li> <li>• Investigation by Named Person</li> <li>• Goods and associated equipment confiscated</li> </ul> <p>Then one or more of the following as deemed appropriate:-</p> <ul style="list-style-type: none"> <li>• Phone call and letter sent home</li> <li>• College detention</li> <li>• Supervised isolation</li> <li>• Parents/Carers called to remove student</li> </ul>	<ul style="list-style-type: none"> <li>• Fixed term or permanent exclusion depending on the seriousness of the incident.</li> <li>• Taken to hospital</li> <li>• Referral to external agency if appropriate.</li> </ul>

<b>ILLEGAL DRUGS</b>	<b>Course of Action</b>	<b>Possible further action</b>
Students suspected of or found in possession/using/selling/	<ul style="list-style-type: none"> <li>• Reported to HOY</li> <li>• HOY informs Named Person</li> <li>• Investigation by named person</li> <li>• Police contacted</li> <li>• Goods and associated equipment confiscated</li> <li>• Phone call and letter sent home AND an appropriate exclusion</li> <li>• Governors to be informed</li> </ul>	<ul style="list-style-type: none"> <li>• Taken to hospital in severe cases</li> <li>• Fixed term or permanent exclusion depending on the seriousness of the incident.</li> <li>• Referral to external agency if appropriate</li> <li>• A second offence of possessing/using drugs will lead to permanent exclusion.</li> <li>• An incident of selling drugs will lead to permanent exclusion.</li> </ul>

<b>SUSPECTED ABUSE OF DRUGS</b>	<b>Course of Action</b>	<b>Possible further action</b>
If a student has knowledge or suspicion of drug abuse	<ul style="list-style-type: none"> <li>• Student informs member of staff</li> <li>• Staff report details to HOY</li> <li>• HOY informs Named Person</li> <li>• Investigation by named person</li> <li>• Police contacted</li> <li>• If suspicion upheld, relevant procedures</li> </ul>	<ul style="list-style-type: none"> <li>• Parents may be contacted by Senior Staff</li> <li>• Fixed term or permanent exclusion depending on the seriousness of the incident.</li> </ul>

If Staff have knowledge or suspicion of drug abuse	<p style="text-align: center;">should be followed</p> <ul style="list-style-type: none"> <li>• Staff report details to HOY</li> <li>• HOY informs Named Person</li> <li>• Police contacted</li> <li>• If suspicions upheld, relevant procedures followed.</li> </ul>	<ul style="list-style-type: none"> <li>• Referral to external agency if appropriate.</li> <li>• Referral to Police if appropriate</li> </ul>
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### CONFIDENTIALITY

In managing drugs St. Mary's College need to have regard to issues of confidentiality. Staff cannot and should not promise total confidentiality. The boundaries of confidentiality should be made clear to by the Staff Member as soon as potentially sensitive information is broached. Staff must fulfil their professional responsibilities in relation to:

- Child protection
- Co-operating with a police investigation
- Referral to external services

### PARENTS/CARERS UNDER THE INFLUENCE OF DRUGS ON SCHOOL PREMISES

When dealing with parents/carers under the influence of drugs on St. Mary's College premises or on school activities, staff should attempt to maintain a calm atmosphere. On occasion, a teacher may have concerns about discharging a pupil into the care of a parent/carer if appropriate arrangements must be made. The focus for staff will always be the maintenance of the child's welfare, as opposed to the moderation of the parent's/carer's behaviour. Child Protection Named Person must be contacted.

Where the behaviour of a parent/carer under the influence of drugs repeatedly places a child at risk or the parent/carer becomes abusive or violent, Named Person should consider whether to invoke child protection procedures and/or the involvement of the police.

## **OFFENCES UNDER THE MISUSE OF DRUGS ACT**

- Possession – where a person knowingly has custody or control of a controlled drug.
- Possession with intent to supply another person a controlled drug – where a person knowingly has custody or control of a controlled drug and intends to supply to others whether for payment or not. This would include packaging a drug in a way that indicates it is going to be supplied to others and where a person is ‘looking after’ drugs and returns them (or intends to return them) to another person. They can be charged with supply or intent to supply.
- Supplying another person a controlled drug – giving or selling drugs to someone else, including friends and supplying for profit. Offences are considered on an individual case basis and the police may be very unlikely to charge someone with supply when passing a cannabis joint for smoking amongst friends. However, if charged courts may be likely to consider a lower sentence for supply to friends compared to supply for profit.
- Supplying drug paraphernalia – this should only be provided by an authorised person or agency and includes all equipment to enable the use of a controlled drug in any form with the exception of matches and a tourniquet.
- Production, cultivation or manufacture of controlled drugs – for young people, this would most commonly be growing cannabis plants.
- Allowing premises you occupy or manage to be used for the supply, production or cultivation of a controlled drug. Also, to allow premises to be used for the smoking of cannabis or opium and the preparation of opium.

It is not illegal for someone to be in possession of a controlled drug if it is found, it is given, or if it is confiscated, and it is not for that person’s own use but to prevent a crime being committed. They should hold it for as short a time as possible.

## **MONITORING AND EVALUATION**

**Drug Education will be monitored by the Named Person and the PSHE Co-ordinator.**

**This will:**

- **Ensure that the basic entitlement is delivered**
- **Ensure that pupils' opinions are considered when planning the programme of study**
- **Oversee the work of visitors, speakers and health professionals**
- **Adjust the programme as it is considered to be necessary**
- **PPP/Student Council/Governors will be encouraged to participate in evaluation and monitoring of policy.**
- **Assistant Head Pastoral to report termly to Governors' Pastoral Committee on any drug related issues.**

This policy has been written in line with guidance DfES 0092/2004

## **DRUGS IN THE WORKPLACE**

### **Drugs in the workplace are an issue for schools in terms of:**

- Laws and professional responsibilities relating to the use of drugs in the workplace and working with children.
- The welfare of staff with drug problems.
- The messages conveyed to pupils through the role model teachers provide, which has implications for their behaviour in and out of school.

### **Responsibilities of employers and employees**

Headteachers have responsibility for the health, safety and welfare of pupils and staff at all times. Under the Health and Safety at Work Act 1974 employers have a duty to:

- Ensure the health, safety and welfare at work of employees.
- Ensure that employees do not injure themselves or endanger the public or colleagues.

Additionally, under the Management of Health and Safety at Work Regulations 1999, employers have a duty to assess the risks to health and safety of their employees. Employers can be liable to prosecution if they knowingly allow an employee to continue working under the influence of alcohol or drugs if that employee's behaviour places themselves or others at risk.

Equally, employees are required to take reasonable care of themselves and others who could be affected by their actions at work. School staff have a legal duty of care towards pupils in their care.

### **The welfare of staff**

The misuse of illegal drugs, prescription medicines or problem drinking by staff should be regarded as a health matter rather than an immediate cause for discipline. Problems with illegal drugs, prescription medicines, or alcohol can often result from pre-existing personal problems.

# ILLEGAL DRUGS

## Class A

Opium

Heroin/methadone

Cocaine/Crack cocaine

LSD

Ecstasy

Class B drugs prepared for injection

Magic mushroom -

it is not illegal to process or eat magic mushrooms in their raw state, but it is an offence to process them, dry them, store them, or use them in tea.

## Class B

Amphetamines

Barbiturates

Codeine

Ritalin

## Class C

Cannabis resin

Cannabis herb

Anabolic steroids

Benzodiazepines

(minor tranquillisers e.g. ternazepam)

GHB (gamma-hydroxy butyrate)

Some stimulant, anti-depressant and anti-obesity medicines

