



## **Drugs Policy**

(Longsands and Ernulf Academies and Prospect House)

The policy establishes how this often sensitive and personal subject will be set firmly within the framework of the Partnership's *Statement of Ethos and Aims*. It outlines how St Neots Learning Partnership supports and upholds the St Neots Community Drug policy, 2015, which is attached as an appendix. The Partnership accepts all the definitions cited in this document and will continue to support further regular review. .

St Neots Learning Partnership will respond to the issues raised by the use of legal and illegal drugs by:

### **Education**

St Neots Learning Partnership seeks to be at the forefront of good practice with regard to drugs education, primarily, but not exclusively, through its Every Child Matters programme and the latest recommended guidance from the Cambridgeshire PSHE service.

All adults responsible for the delivery of drug related education will help young people to:

- develop their understanding of issues relating to drug use with clear, factual and pertinent information relating to the world in which they live;
- develop positive values and a moral framework that will guide their decisions and behaviour;
- recognise the purpose and value of legislation relating to the use of drugs;
- respect themselves and others, their views, backgrounds, cultures and experiences;
- develop the skills to enable effective communication and negotiation that will allow them to protect and uphold their personal position in relation to the use of drugs;
- have a safe and secure environment in which they can share their concerns about drug use;
- identify sources of help and support in relation to issues concerning drug use;
- understand information about boundaries including the Partnership's response to drugs incidents as identified in the Partnership's *Positive Behaviour Management* document;
- understand the Partnership policy on confidentiality;
- involve the student community in the development of drugs education within the Partnership.

### **Responding to Drugs Related Incidents within individual academies or Prospect House**

When managing a drugs related incident, adults will ensure that:

- the immediate safety of individuals concerned is given first priority;
- a member of the senior leadership team responsible for pastoral issues relevant to the key stage involved is consulted as soon as possible; for Prospect House, the

centre manager will inform the Partnership CEO who will liaise with the relevant Head Teacher;

- the appropriate Head Teacher is informed;
- having been satisfied that the safety of individuals has been attended to, the SLT member will ensure a full investigation into the incident occurs.

In dealing with students involved in drug related incidents the appropriate **Head Teacher** or his representative will:

- normally ensure that the parents of those involved are informed, unless it is determined that there are compelling reasons why this should not occur;
- consider whether liaison with the police is appropriate;
- consider what sanctions may need to be applied to support and uphold the Partnership's Statement of Ethos and Aims;
- balance the needs and safety of individuals involved in any drug-related incidents with those of the wider school community;
- consider whether a fixed or permanent exclusion and or other sanctions/conditions should be applied to individuals involved in drug-related incidents;
- ensure that those involved in drugs related incidents are made aware of sources of support;
- ensure that the Chair to the Trust is informed;
- manage contact with the press;
- ensure that an accurate record of the incident is produced.

The Trust Board has issued specific guidance to the Head Teachers in each Academy on this issue. In particular:

- the Trust Board will look at the particular circumstances of any incident;  
BUT
- students who possess or use drugs on site (or at other times such as school trips and visits) will usually be excluded; this also applies to students who are under the influence of drugs;
- students who give or share drugs to others will usually be excluded (and may be permanently excluded for a repeat offence);
- students who sell drugs will usually be permanently excluded.

In dealing with **staff involvement** in drug related incidents the Head Teacher will:

- consider whether liaison with the police is appropriate;
- consider the use of staff disciplinary procedures;
- balance the needs and well-being of staff members involved in such an incident with the requirement to support and uphold the Partnership's 's *Statement of Ethos and Aims*;
- ensure that staff have access to sources of support;
- ensure the Chair to the Trust is informed;
- manage contact with the press.

## **Responding to Over-The-Counter and/or Prescribed Medicinal Drug Use**

This policy clarifies how St Neots Learning Partnership supports members of its community who may from time to time or, on a longer term basis, need to take drugs for medicinal purposes.

Under no circumstances will the Partnership supply any form of medication to students in the course of its day to day activities.

Nevertheless, the Partnership seeks to support students' attendance. It also recognises that, as students progress through the schools and become young adults, they will also demonstrate increasing independence and responsibility in matters concerning their health, including the taking of over-the-counter and/or prescribed drugs (medicines). Some students may also experience periods of ill-health, which may require the prescription of medicinal drugs.

In special circumstances, the Partnership will assist in ensuring that drugs prescribed by a doctor for a student's use will be looked after and administered on the student's behalf. Such circumstances will only occur after detailed consultation with parents and the completion of the appropriate documentation. Likely examples include:

- where parents are concerned that the student may not be able to look after the drug themselves;
- where parents are concerned that the student may not be able to assume responsibility for taking the drug as prescribed.

Some serious medical conditions require immediate treatment. An example is that of students who carry an Epi-pen to counteract the effects of anaphylactic shock. In such circumstances, it is appropriate for the student to carry medication at all times. The situation should be supported through detailed consultation with parents and the completion of appropriate documentation.

Neither Academy will seek to intervene in circumstances where students are found in possession of small quantities of over-the-counter and/or prescribed drugs (medicines); **however**, it is recommended that intervention should occur if:

- the quantity of the medicines found seem excessive;
- the strength of the medicines seems inappropriate to the age of the student;
- there is evidence that the medicine is for someone other than the student;
- there is evidence that the student has given some or all of the medicine to others.

In such circumstances, each Academy should ensure that the intervention is led by a member of the Student Support team and will usually involve contact with the student's home.

## **For students participating in trips and visits**

### **Responding to Drugs Related Incidents**

For trips abroad the course leaders should familiarise themselves with the protocols and laws that pertain to the country or countries included in the trip.

In accordance with Partnership procedure, the first priority is to secure the safety of those involved. As well as dealing with any medical need, this will include the confiscation of any substance and/or drug related equipment. Such confiscated material should be placed in a sealed bag and held securely.

The Trip Leader should contact the nominated SLT link as soon as possible to agree a plan of action that is in keeping with this Policy. If this is not immediately possible, the Trip Leader should not delay in undertaking a thorough investigation of the incident.

As it is likely that the Trip Leader may hold confiscated drugs and/or drug related equipment, the involvement of the local police is inevitable. In most destinations, if those involved are under 16 years of age, staff will not be obliged to disclose the name(s) of the students involved. Where students are over the age of 16 it is more likely that staff will be obliged to disclose names, and the individuals concerned may face consequences in line with the laws of the relevant country.

### **Responding to Over-The-Counter and/or Prescribed Medicinal Drug Use**

Parents/carers are expected to inform the academy if their child will be carrying any form of medication whilst on a school trip. A section on the trip application form is provided for any such information.

Students are expected to take responsibility of any prescribed and/or over-the-counter medicines as they would do in school. Parents/carers should discuss any concerns about the administration of their child's medication well in advance of the trip or as soon as they are aware of the need.

Occasionally students may become unwell whilst on a school trip. In such circumstances the Trip Leader will consult with a Health professional (doctors, nurses, pharmacists) and endeavour to contact the parents/carers before treatment is given.

Should a student become more seriously ill supervising staff will ensure that appropriate medical advice is sought, the Trip Leader is informed, parents/carers are contacted and the SLT link is made aware of the issues. It is anticipated that such actions are undertaken in collaboration with other members of the supervising team and that the priority attached to each is determined by the needs of the student.

The over-riding priority for supervising staff is the duty of care to the student; in the event of parents not being able to be contacted within a relevant time-frame staff are in a position to follow the advice of suitably qualified medical professionals.

### **Implementation**

The implementation of this policy will be achieved through a variety of formal and informal learning opportunities:

#### Formal provision

- through the national curriculum;
- the ECM strands of Be Safe and Be Healthy.

Informal provision

- through the consideration of related issues that arise within the wider curriculum.

The policy will be further supported by:

- assemblies;
- the student support teams;
- the school nurse and other drop-in provision;
- liaison with outside agencies.

## **Responsibilities**

The **Head Teacher** of each Academy will ensure that this policy is implemented through the monitoring of the following delegated responsibility holders:

The Deputy/Assistant Headteacher (or other designated member of SLT) will oversee the drug policy and the coordination of its delivery.

The **ECM coordinator** (or other designated person) contributes to the development of the drug policy and oversees the ECM contribution and its implementation.

Members of **all Partnership SLT** have the responsibility to familiarise themselves with the contents of the drug policy in order to ensure any drug incident is managed in accordance with it.

**All teachers** have a responsibility to recognise when their teaching relates to aspects of the drug policy and ensure that the ethos and aims of the policy are upheld.

From time to time, the relevance of the drugs policy will be discussed with members of the Student Voice in both academies and brought up to date where appropriate.

## **Explicit Links to Other Policies**

There are specific links to other Partnership policies including:

- child protection;
- confidentiality;
- whistle-blowing.

This policy will be reviewed at least once every three years. The latest review of this policy was undertaken in March 2018.