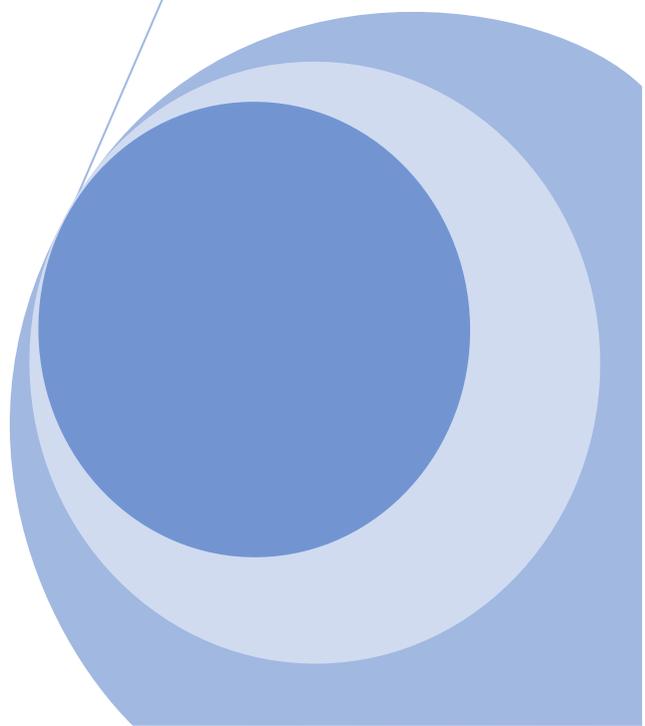


Alcohol & Drug Policy
for non-connected school groups



1. Introduction

This policy has been developed in consultation with staff, governors and students. The policy is based on guidance of the DfE and ACPO drug advice for schools (2012). And the Drug Strategy (2010)

Aims

- Provide accurate information on drugs and alcohol through education and targeted information, including via the [FRANK](#) service;
- Tackle problem behaviour in schools, with wider powers of search and confiscation;
- Work with local voluntary organisations, health partners, the police and others to prevent drug or alcohol misuse.
- To ensure that all our pupils have the opportunity to experience high quality drug education that is appropriate to their age, maturity, cultural heritage, ability, experience and other relevant criteria.
- To improve pupils knowledge of drugs and their effect on the body;
- To enable pupils to make informed and sensible decisions about drugs and drug use.
- To enable pupils to develop a range of skills to deal appropriately with situation about and/ or involving drugs or drug use
- To help pupils to develop their own attitudes to drugs and drug use within the current legislative framework
- To help pupils identify sources of information, advice or support and be able to access these resources if required.

The Purpose of the Policy

- Clarify the legal requirements and responsibilities of the school
- Reinforce and safeguard the health and safety of students and others who may use the school
- Enable staff to manage drug related incidents/ situations that may occur with confidence and consistency, and in the best interests of those involved.

Where and to whom the policy applies

This policy applies to all staff, students, parents/carers, governors and partner agencies working at Al Risalah. It includes journeys to and from school in school uniform, work experience, residential trips and college courses. Students must not bring controlled drugs, cigarettes or alcohol onto the school site at any time.

Vistors should make themselves familiar with procedures for drugs and storage of staff medication as detailed in the policy

Context

- Drug Education awareness is promoted in the context of the schools Mission Statement 'Excellence In Education, Values And Community Links'
- It comprehensively covered as part of the PSHE curriculum;
- This policy should be read in conjunction with the school's Safeguarding and H&S Policy

Healthy School

As a healthy school we:

- consult with parents on matters of health education policy
- train our teachers to deliver drug education
- listen to the views of students in our school regarding drug education
- Look positively at any local incentives that support us in providing the best Drug Education teaching programme that we can devise.

Environment – Smoke & Illegal Drug Free School

The minimum age for smoking is 18 and schools are subject to the same [smoke free legislation](#) as other premises.

At Al Risalah:

- The school is a smoke-free and illegal drug-free site
- Staff, parents/carers and governors have been involved in the development and implementation of a smoke-free and illegal drug-free site.

Delivery, Monitoring and Evaluation

We teach Drug Education through PSHE, Science, PE and Islamic Studies lessons. This will be evaluated and monitored by key staff.

We encourage students to discuss and explore moral issues. Teachers delivering these lessons will receive training and support to ensure that they are able to answer questions with sensitivity and care.

The Role of Parents.

The school is well aware that the primary role in student's education lies with parents and carers. We wish to build a positive and supporting relationship with the parents of children at our school through mutual understanding, trust and cooperation. In promoting this objective we;

- Inform parents about the schools Drug Education Policy and Practise
- Answer any questions that parents may have about the Drug Education of their child;
- Take seriously any issue that parents raise with teachers or governors about this policy or the arrangements for Drug Education in the school.

Drug Prevention in Practise

- Ensuring that there is guidance for site supervisor and other staff about the disposal of drug related paraphernalia. Advice can be sought from the Trust for the safe disposal of drug related paraphernalia .
- Ensuring that information about local and national drug information, advice and support resources are available to members of the school community and they are accessible in such a way that confidentiality can be maintained
- Ensuring that there is a support system in place for any member of the school community experiencing a drug related problem
- Ensuring that the development of self-esteem remains central to the ethos of the school.

Disclosure/Referral

- If the school notices, or if a student makes a reference to being involved or likely to be involved in a drug related situation that puts them at risk. The staff member will take the matter seriously and deal with it in the appropriate manner, in line with the school Safeguarding Policy.
- If a pupil is suspected of being under the influence of drugs or alcohol on school premises, the school must prioritise the safety of the young person and those around them. If necessary it should be dealt with as a medical emergency, administering First Aid and summoning appropriate support. Depending on the circumstances, parents or the police may need to be contacted. If the child is felt to be at risk the Safeguarding Policy will come into effect and social services may need to be contacted.
- The school will liaise, when necessary, with Police and other external relevant agencies.

Managing Drug Related Incidents / Situations

For the purposes of this policy, a “drug related incident” will mean evidence or suspicion of a specific incident which involves one or more drugs (including off site activities, sporting events or any other event at which the school is being represented during school hours).

A “drug related situation” is an event or series of events involving one or more drugs which requires further observation, investigation, monitoring, managing or referring by staff.

The aims for the management of drug related incidents are:

- to have a clear and consistent set of procedures in order to be prepared for any drug related incident;
- to ensure that any drug related incident is dealt with efficiently and sensitively;
- to define clear roles and responsibilities with regard to managing a drug related incident;
- to ensure that outside agencies are involved where necessary;
- to minimise the potential for negative publicity for the school or any member of its community.

In order to meet these aims regular training will be provided for staff to support the management of drug related incidents and situations, both in and out of school.

Searching, Screening and Confiscation

Following a search, whether or not anything is found, the school will make a record of the person searched, the reason for the search, the time and the place, which was present and note the outcomes and any follow-up action.

If a parent is unhappy in the manner a search was conducted or the reasons, they will be advised to follow the school's normal complaints procedure (Complaints Policy)

General powers to confiscate

As set out in Section 91 of the Education and Inspections Act 2006, enables a member of staff to confiscate, retain or dispose of a pupil's property as a disciplinary penalty, where reasonable to do so.

If a staff member finds substances that are not believed to be controlled drugs, these can be confiscated where a staff member believes them to be harmful or detrimental to good order and discipline. This would include new psychoactive substances or 'legal highs'. If school staff are unable to identify the legal status of a drug, it should be treated as a controlled drug.

Disposal – it is legal for a staff member to dispose of an illegal drug by, for example, flushing it down a toilet. This will be done wherever possible, by the Headteacher and witnessed by another member of staff. A record will be kept of this disposal. It is also possible for arrangements to be made to hand the substance to the police. The Headteacher will make this decision.

The Role of the Headteacher

It is the role of the Headteacher to ensure that both staff and parents are informed about our Drug Policy and that the policy is implemented effectively. It is also their responsibility to ensure that members of staff are given access to sufficient training, so that they can teach effectively and handle any difficult situation with sensitivity.

The school ensures that any external agencies regarding Drug Education are aware of the school policy and they work within this framework.

Staff Training – Managing Drug Related Incidents or Situations

The aims for the management of drug related incidents are:

- to have a clear and consistent set of procedures in order to be prepared for any drug related incident;
- to ensure that any drug related incident is dealt with efficiently and sensitively;
- to define clear roles and responsibilities with regard to managing a drug related incident;
- to ensure that outside agencies are involved where necessary;
- to minimise the potential for negative publicity for the school or members of its community.

In order to meet these aims this training is provided for staff to support the management of drug related incidents and situations.

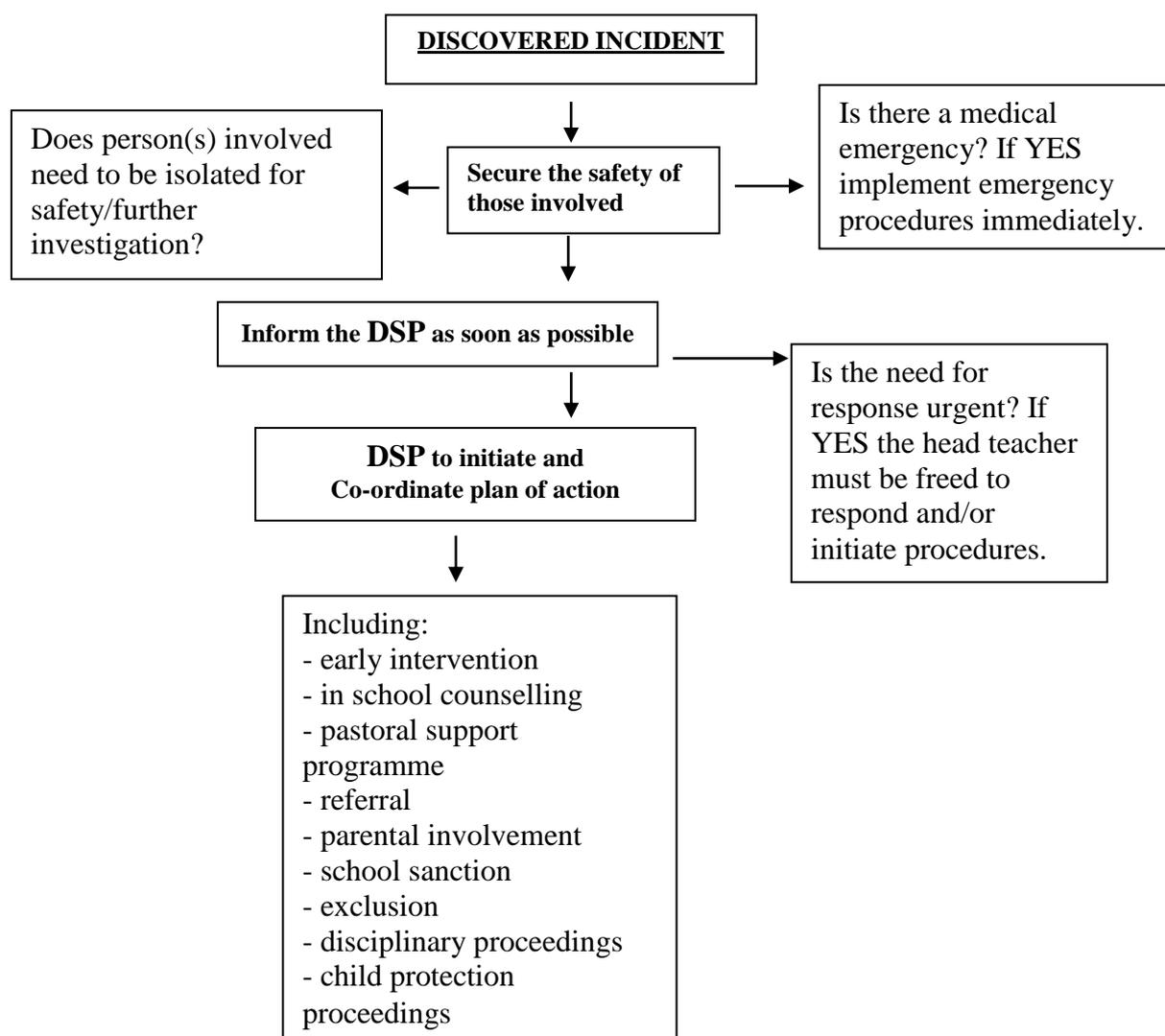
Key Responsibilities

Drug related incidents will be managed and co-ordinated by the Safeguarding Officer. Any and all information about a known or suspected drug related incident or situation will be channelled through the Safeguarding Officer who will then initiate and/or co-ordinate action and where necessary involve outside agencies. In the event of their absence the responsibility will be delegated to the Head Teacher.

15. Discovered and disclosed scenarios

15.1 Discovered incidents are those where there is evidence or suspicion that an individual or group are in possession of unauthorised drugs during school time, using drugs during school time, intoxicated during school time and/or within the vicinity of the school, supplying drugs during school time, cultivating unauthorised drugs on the school premises, or have an involvement in any of these outside of school time.

In these situations the following process should be followed.



15.2 Disclosed Incidents are those where an individual or group discloses a concern, problem or issue associated with drugs. Any such disclosure may be about themselves or others.

In these situations the following process would be followed:

