

LANCASTER ROYAL GRAMMAR SCHOOL

POLICY STATEMENT

Number 32	Date Approved by Board of Governors July 2024
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DRUGS AND ALCOHOL EDUCATION AND MANAGEMENT POLICY

Introduction

“All children and young people need to be able to make safe, healthy and responsible decisions about, substances both legal and illegal. Schools play a central role in helping them make such decisions by providing education about the risk and effects of; substances by developing their confidence and skills to manage situations involving substances; by creating a safe and supportive learning environment; and ensuring that those for whom substances are a concern receive appropriate support.”

The LRGS policy on substances follows DFE guidance and is linked to other policies such as Pastoral Care, Safeguarding, Health Education and Behaviour of Pupils policies.

This policy provides information and guidance about drug education as well as procedures to respond to any drug related incidents for pupils, teachers support staff and outside agencies or individuals.

Definition of Substances

For the purposes of this policy statement the word ‘drugs’ includes all mood and performance changing substances both legal and illegal and include alcohol, tobacco, illegal drugs, medicines, new psychoactive substances (‘legal highs’) and volatile substance.

Medicines – many drugs are lawfully carried as medicines. If pupils supply prescription drugs to others in school, they are acting unlawfully and so this policy applies.

General approach

1. The School’s first concern is managing drugs in the health and safety of the school community and meeting the pastoral needs of our pupils.
2. The School acknowledges the importance of its pastoral role in the welfare of young people, and through the general ethos of the school, will seek to persuade pupils in need of support to come forward.
3. The possession, use or supply of illegal or other unauthorised drugs in school or whilst taking part in an off-site activity such as a visit is unacceptable. Any substances related incidents will be taken seriously.-LRGS is a no-smoking school. Pupils must not bring cigarettes or lighters into school or on a school trip. Any alcohol, cigarettes or lighters found will be confiscated and parents informed.

4. The Headmaster takes overall responsibility for these aims and their implementation, for liaison with the Governing Body, parents and appropriate outside agencies (see below) and for the appointment of a Substance Co-ordinator, currently the Deputy Head: Pastoral Care, who will have general responsibility for handling the daily implementation of this policy.

Scope of the Policy

The policy covers all pupils and staff on school premises including in buildings and on the grounds. It extends beyond the school gates when a pupil is travelling to and from school. The policy also applies to off-site activities, school trips including those abroad. It also covers the use of the school premises by the community.

Curriculum Aims

A key part of the drugs education programme is ensuring that pupils are able to access and manage risk appropriately and to keep themselves safe.

LRGS's aims for our drug education programme are as follows:

- To improve pupils' knowledge of drugs and their effects on the human body
- To raise pupils' awareness of the consequences of drug use and misuse to the individual, the family, peers, local communities and society
- To increase awareness of ways of minimising the risks and unwanted consequences of drug use
- To enable pupils to make (or plan to make) informed and sensible decisions about their drug use
- To enable pupils to develop a range of skills and techniques appropriate for handling situations related to drugs and drug use
- To promote pupils' understanding of the reasons why drugs are used and misused
- To encourage children and young people to find satisfaction, challenge, pleasure, emotional variety, and excitement through a range of activities
- To help pupils to explore and develop their own attitudes to drugs
- To enable pupils to identify sources of information and appropriate personal support and to be able to make use of these sources if they require them

Education

Education about substance use and misuse is included within the taught curriculum as shown in the policy on Health Education. In addition, further opportunities are taken to increase pupil awareness in assemblies, form lessons and talks by visitors and outside agencies.

Curriculum tracking documents are used to identify when drug and alcohol themes are addressed within the school year.

Substance Incidents

All staff have a key role in identifying pupils at risk of drug misuse. Staff should follow school pastoral and safeguarding procedures where there are concerns.

Substance related incidents will be taken seriously and any school based investigations will be coordinated by the Deputy Head: Pastoral Care. Incidents will include situations where:

- Substances or associated paraphernalia are found on school premises
- A pupil is found in possession of, or to be supplying, substances
- A pupil, parent/carer or staff member is thought to be under the influence of substances
- A pupil discloses that they or a family member/friend is misusing substances

Whenever a substance related incident is identified, members of staff should:

- **Ensure that any person who appears to be under the influence of any substance is escorted to the Medical Centre.**
- **Immediately inform the Deputy Head: Pastoral Care (or in his absence the Head).**
- **Seek and record as much information as possible.**

Searches

The school's policy on searches and confiscation can be found in Policy 24 Behaviour of Pupils.

Confiscation and disposal

The law permits members of staff to take temporary possession of a substance suspected of being an illegal substance. This will only be done by the Headmaster or a Deputy Head, with a second adult witness present. Details of the incident will be recorded and the sample will be sealed and stored in a secure location. The police will be informed and asked to collect the substance.

Other unauthorised substances (such as alcohol, tobacco and medicines) may be confiscated by members of staff in the presence of a second adult witness. Parents/carers will be informed and given the opportunity of collecting the item, before safe disposal.

Disposal will be organised by the Deputy Head (Pastoral) and if required Medical Centre staff.

Monitoring of the Policy

Incidents of drug and substance concerns are logged onto the school's management systems to allow for the collation and analysis of data. A variety of procedures and groups are in place to monitor the effectiveness of this policy as follows:

- Weekly meetings between Heads of Year and Deputy Head: Pastoral Care are used to discuss cases, trends and issues

- Weekly meetings between Housemasters/mistresses and Head of Boarding are used to discuss boarding issues
- Bi-weekly Pastoral Heads meetings are used to discuss cases, trends and issues including pastoral and safeguarding data including referrals to drug and substance support services
- ‘Pupils and Safeguarding’ is a standing item on SLT agendas
- There are mechanisms for pupils to comment on the effectiveness of this policy through pupil voice groups and the Seward Committee; pupils are invited to be part of a consultation when this policy is reviewed
- The school is committed the principles of equality in line with the school’s Equality Policy. We will use tracking data to monitor the impact of this policy on minority groups, specifically to ensure that Black and Minority Ethnic and SEND pupils are not systematically disadvantaged. This monitoring will influence policy review and actions plans.

The review of this policy has been informed by the following Department for Education guidance:

- DfE and ACPO drug advice for schools - Advice for local authorities, headteachers, school staff and governing bodies - September 2012
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/270169/drug_advice_for_schools.pdf