



# Drugs Policy

The Axholme Academy

February 2023

Review: Spring 2026

## **Key personnel**

- Named person on the drugs Policy – Mr D Keogh , Principal
- Persons responsible for monitoring delivery of the PSHE programme within the Academy – Head of CS
- Chair of Governors – Mrs N Shaw
- Designated Safeguarding Lead (DSL) – Mrs K Causier
- Deputy Designated Safeguarding Lead - Ms D Millward

## **Links with other Academy policies**

Our Academy Drugs Policy links to other policies – namely Ready to Learn Behaviour, Students' Anti-bullying, SEND, Health and Safety, Supporting Students with Medical Needs, Confidentiality, Pastoral support, PSHE, Citizenship, Healthy Academies, Academy visits, Child Protection and Safeguarding.

## **Links with local and national guidance**

- DfE and ACPO drug advice for academies September 2012, non-statutory
- Drugs: Guidance for academies DfE 2004
- Drug, Alcohol and tobacco education: curriculum guidance for Academies at Key Stages 1 – 4 (QCDA, 2003) - used to support planning the PSHE programme
- PSHE non-statutory programme of study, plus those of statutory citizenship and science
- North Lincolnshire Adolescent Lifestyle Survey –61% of 11 to 16 years olds in all secondary academies took part, May 2014
- Managing Medicines in Academies and Early Years Settings', DfE
- Health Act 2006
- Children and Families Act 2014 s95
- Psychoactive Substances Act 2016
- HMG 2017 Drugs Strategy (July 2017)
- Keeping Children Safe in Education 2022

## **Staff with key responsibility for drugs**

The designated senior member of staff with overall responsibility for all drug issues within the Academy is the Principal. His responsibility includes the overall management of drug incidents. He will be advised by the SLT including the Assistant Principal / DSL. They will consult and involve all relevant agencies as appropriate.

All staff should be fully aware of the procedures for managing incidents, including whom they should inform and who has authority regarding issues such as searching Academy property and involving the police.

## **Purpose of the Policy**

The purpose of the Academy drug policy is to:

- Clarify the legal requirements and responsibilities of the Academy
- Reinforce and safeguard the health and safety of students and others who use the Academy
- Promote age appropriate drugs education to all students in order to prevent drugs misuse. It is a statutory requirement for the Academy to promote students' wellbeing
- Clarify the Academy's approach to drugs for all members of the Academy and the wider Academy community
- Give guidance on developing, implementing and monitoring the drug education programme
- Enable staff to manage drugs on Academy 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 the Academy
- Provide a basis for evaluating the effectiveness of the Academy drug education programme and the management of incidents involving illegal and other unauthorised drugs
- Reinforce the role of the Academy in contributing to local and national strategies about drug misuse

## **Extent of the Academy Drugs Policy**

This policy applies to all staff, students, parents/carers, governors and partner agencies working within the Academy and outside Academy boundaries.

The limits of the Academy boundaries extend beyond the Academy premises and apply at all times when staff "duty of care" responsibilities apply. This includes:

- journeys made in Academy time
- work experience
- residential and day trips
- journeys to and from the Academy, the Academy day, to include Academy breaks and lunch time, even when off site with parental permission
- those students educated in other provision off site

The Academy is aware that some students may be particularly vulnerable, so staff must be particularly careful of their welfare.

**The Academy will not tolerate possession, supply or use of illegal and other unauthorised drugs within the Academy or in any of the above situations.**

## **Definitions and terminology**

A drug is any substance other than food, water and oxygen which people take to change the way they feel, think or behave. This includes:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- All legal drugs, including alcohol, tobacco, volatile substances (those giving off a gas or vapour which can be inhaled), ketamine, khat and alkyl nitrites (known by students as poppers or liquid gold) - see [Appendix 2](#)
- All over-the-counter and prescription medicines
- Psychoactive substances, 'formerly legal' and 'legal highs' and other unauthorised substances.

However, there are instances where other drugs may legitimately be in Academy:

- Medicines – some students may require medicines that have been prescribed for their medical condition during the Academy day (See Supporting Students with Medical Needs Policy)
- Non-prescribed (over the counter) medicines (see Medicines' Policy)

N.B. For the purposes of this policy, a **controlled drug** is defined as any drug or therapeutic agent—commonly understood to include narcotics, with a potential for abuse or addiction, which is held under strict governmental control, as delineated by the Comprehensive Drug Abuse Prevention & Control Act passed in 1970. Some controlled medicines may be prescribed by doctors.

## **Staff Support and Training**

Staff delivering PSHE education will receive appropriate training on Drugs education. If senior leaders consider there to be a whole Academy need, staff training will be offered to all staff.

All staff are given annual safeguarding training and this is supplemented by County Lines top up training.

## **The Academy's Stance on Drugs**

**The possession, use or supply of illegal and other unauthorised drugs within the Academy and outside the Academy boundaries is unacceptable.**

When managing drugs and drug-related incidents, the first concern will be for the health and safety of all involved, followed by the pastoral concerns of students. In every case of an incident involving drugs, The Axholme Academy will place the utmost priority on safety, meeting any medical emergencies with first aid and summon appropriate help before addressing further issues.

- The Academy will consider very carefully the implications of any action it may take

- It will seek to balance the interests of the student involved, the other Academy members and the local community
- Factors to be considered will include the age of the student, whether the incident involved one student or a group and whether peer pressure is evident
- The fact that certain behaviour could constitute a violation of the criminal law will not in itself necessarily lead to a more punitive response
- In all cases, the Academy will ensure that the student has access to professional support and advice from relevant services and agencies

All staff should be fully aware of the procedures for managing incidents, including whom they should inform and who has authority regarding issues such as searching Academy property and involving the police.

### **What constitutes a “Drug incident”?**

Drug incidents may include:

- drugs or associated paraphernalia being found on Academy premises
- a student demonstrating, perhaps through actions or play, an inappropriate level of knowledge for their age
- a student being found in possession of drugs or associated paraphernalia
- a student discovered to be supplying drugs on Academy premises (friends sharing drugs/student being coerced to supply drugs, a group of friends taking it in turn to bring drugs in for their own use)
- a student, parent/carer or staff member appearing to be under the influence of drugs
- a staff member having information that the illegitimate sale or supply of drugs is taking place in the local area
- a student disclosing that they or a family member/friend are misusing drugs

### **Management of drugs at the Academy and on Academy trips/visits.**

The Axholme Academy has adopted the guidance for responding to incidents involving drugs from the DfE and ACPO Drugs advice for Academies (2012). Incidents will always be recorded and stored by the Pastoral Team. This information may only be shared with the following outside the Academy: Police and outside agencies who may be called in to help the student e.g. DELTA

The first priority will always be for the safety of all, dealing with medical emergencies and securing appropriate help. For medical emergencies a named first-aider will be contacted via the main office. The Academy will employ a range of responses, so that the needs of the individual are balanced against those of the wider community. The final outcome will be determined after a full and careful investigation into the exact nature of the incident. Students will be aware of the range of possible responses and the effect those responses may have on them.

Support for students, as appropriate, will be a priority. In such cases careful attention will be given to issues of confidentiality, in line with our Child Protection and Safeguarding Policy.

The school nurse will be able to give advice regarding all health-related matters during biweekly drop-ins. The police will also be able to give advice. The Academy will normally involve the student's parents/carers, unless this would jeopardise the student's safety.

### **Procedures for a Search**

A full record will be made of **every incident**.

The Academy's general power to discipline, 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 student's property as a disciplinary penalty, where reasonable to do so. Personal belongings, garments, bags and lockers can be searched. But this is only to be by a member of senior staff. Any refusal will either involve contacting parents and /or the police. A member of senior staff will always have an adult witness with them. A search may be for any substance that senior staff believes to be harmful or detrimental to good order and discipline. This would include new psychoactive substances (NPS) or so called 'legal highs' / formerly 'legal'. If senior staff are unable to identify the legal status of a drug, it should be treated as a controlled drug. If the substance is subsequently found to be a prescribed drug, then the Academy 'Supporting Students with Medical Needs' policy will be referred to and parents will be informed.

### **If a controlled drug is found (to include a suspected new psychoactive substance)**

In taking temporary possession and disposing of suspected controlled drugs:

- a second adult witness should ALWAYS be present throughout
- seal the sample in a plastic bag and include details of the date and time of the seizure/find plus the names of the witness present
- store it in a secure location, such as a safe or other lockable container with access limited to senior members of staff
- drug paraphernalia should be placed in a sturdy, secure container) using gloves, (e.g. Sharps Container).
- notify the police without delay, who will collect it and then store or dispose of it in line with locally agreed protocols. The law does not require an Academy to divulge to the police the name of the student from whom the drugs were taken but it is advisable to do so. N.B Humberside Police Policy is to not use sniffer dogs on Academy premises unless in very exceptional circumstances.
- record full details of the incident, including the police incident reference number, as well as outcomes and any follow up action
- inform parents/carers, unless this is not in the best interests of the student
- identify any safeguarding concerns and develop a support and disciplinary response (see below)
- if any adult is suspected to be under the influence of drink or drugs / found with drugs on the premises, then a member of SLT should be immediately informed

## **Student searches/confiscation – as a member of staff**

### **Do**

- call for a member of senior staff immediately

### **Do not**

- investigate the substance yourself
- confiscate the drug
- search the student or their bag or locker yourself
- let the suspected student out of your sight, if under the influence/under suspicion, until senior staff arrive and deal with the incident
- retain the substance on your person or in a place of safekeeping for a later time, since to do this could place you at risk legally
- where drug-related paraphernalia, such as needles and syringes, is discovered, do not attempt to handle it
- enter an incident on the student's record until the suspected substance is confirmed by the police as being a controlled substance. If the substance is not a controlled substance, then the entry on the student's record will be determined by the Principal

Where a substance is confirmed as being controlled, it is the responsibility of the Principal to notify the parents/carers concerned, and, if necessary, to consider further action, including notifying the chair of governors

**If possible** – have a second adult witness with you until senior staff arrives.

### **Involving parents and dealing with complaints about confiscation and searches**

- Academies are not required to inform parents before a search takes place or to seek their consent to search their child
- There is no legal requirement to make or keep a record of a search, but is advisable in order to respond to any future complaint by a student or parent
- The individual student's parents/carers would normally be informed where alcohol, illegal drugs or potentially harmful substances are found, though there is no legal requirement to do so (See Appendix 2)
- Complaints about confiscation or searching should be dealt with through the normal Academy complaints procedure

## **How the Academy will deal with finding drug paraphernalia and suspected legal and illegal drugs**

If drugs/related paraphernalia have been found, a careful investigation will take place to judge the nature and seriousness of each incident, the needs of those involved and the most appropriate response. For example:

1. What does the student have to say?
2. Is this a one-off incident or longer-term situation?
3. Is the drug legal or illegal?
4. What quantity of the drug was involved?
5. What was the student's motivation?
6. Is the student knowledgeable and careful or reckless as to their own and others' safety and how was the drug being used?
7. What are the student's home circumstances?
8. Does the student know and understand the Academy policy and Academy rules?
9. Where does the incident appear on a scale from 'possession of a small quantity' to 'persistent supply for profit'?
10. If supply of illegal drugs is suspected, how much was supplied, and was the student coerced into the supply role, were they 'the one whose turn it was' to buy for others, or is there evidence of organised or habitual supply?

## **Protocol for Academy trips to include day and residential trips**

Students will be expected to conform to the Academy's Drug Policy whilst on any Academy trip/visit. If there is a need to confiscate other unauthorised drugs the members of staff on the trip (if there isn't a member of senior staff present on the trip) need to call the Academy and inform senior staff. They would then need to search the student in the same way a member of senior staff would on the Academy premises with a second adult witness present and complete a log on CPOMS as soon as possible (See page 4 for senior staff search procedures)

- Alcohol and tobacco - parents/carers to be informed
- Volatile substances – parents/carers to be informed
- Medicines – see medicines policy
- Parents/carers should inform those running the trip of medical requirements and collect and dispose of unused or date expired medicine. Any medicines that need to be taken/administered during a trip will be dealt with according to the medicines policy
- Illegal drugs (procedures as above) Principal to decide

## **Recording an incident**

The Academy will make a full record of every incident. See Appendix 1 for responses to specific legal drugs

## **Confidentiality**

In managing drug incidences in the Academy, and in drug education lessons, teachers cannot and should not promise total confidentiality. The boundaries of confidentiality will be made clear to students. If a student discloses information which is sensitive, not generally known, and/or which the student asks not to be passed on, the request will normally be honoured. Exceptions to this will be when child protection issues arise; if this is the case,

the Designated Safeguarding Lead Mrs K Causier or the Deputy Designated Safeguarding Lead, Mrs Doreen Millward, should be informed

- in order to co-operate with a police investigation
- where there has been agreement to refer the student to an external agency

Every effort will be made to seek the agreement of the student before sharing sensitive information. Where information is to be shared, this will be strictly on a need-to-know basis.

### **Working with the Police**

The Academy is not legally obliged to involve the police regarding illegal drugs, but will work in partnership to the benefit of the Academy and wider community. Any response will balance the needs of the individual with those of the wider Academy community, and aim to provide students with the opportunity to learn from their mistakes and develop as individuals. If during the course of the investigation, the Academy decides that the police should be involved, the Academy investigation should cease immediately to enable the police to conduct a full, detailed enquiry. Students and evidence should be kept isolated whilst police advice is sought to prevent the police investigation from being prejudiced.

The Academy is able to seek assistance from the local policing team officer who will give guidance on the law, and the identification of substances and guidance whether or not the police should be more actively and formally involved in a given situation. They will not take a substance away for analysis unless they wish to prosecute.

The police will not expect to be routinely involved in incidents involving legal drugs, but the Academy will inform the police about the inappropriate sale of tobacco, alcohol or volatile substances to students in the local area.

(see above for police involvement in drug disposal)

### **The Academy has a range of possible responses to incidents**

Any response will balance the needs of the individual with those of the wider Academy community, and aim to provide students with the opportunity to learn from their mistakes and develop as individuals.

Possible responses include:

- early intervention and targeted prevention
- referral to a range of agencies for support
- behaviour support plans
- pastoral support programmes
- inter-agency programmes
- fixed-period exclusion
- a managed move
- permanent exclusion

Some responses may serve to enforce and reinforce Academy rules. Any sanctions will always be justifiable in terms of:

- the seriousness of the incident

- the identified need of the student and the wider Academy community
- consistency with published Academy rules, codes and expectations
- consistency with disciplinary action for breaches of other Academy rules (such as theft, violence, bullying)

### **Use of external partners**

We recognise that outside educators can make a valuable contribution to the PSHE programme. They must be familiar with and support relevant aspects of Academy policy and contribute to the programme as negotiated and agreed with the teacher. The teacher will remain present during the session and will be responsible for the content and the delivery within the lesson. A copy of the drugs policy will be made available to the outside educator if appropriate.

### **Students**

The Academy will ensure that students have access to up-to-date information and sources of help. Local and national help, youth and community services and drug/health services will be prominently displayed so that those in need of help and who are reluctant to approach Academy staff can easily access it. Our Drug education programmes will also include details of services and help lines, explain how they work and develop student confidence in using them. See Appendix 1.

### **Referral and external support for students**

In every case of an incident involving drugs, the Academy will place the utmost priority on safety, meeting any medical emergencies with first aid and summoning appropriate help before addressing further issues. At this stage, the Academy will be involved. For possible external agencies that may be used. See Appendix 3.

### **Involvement of Parents/carers**

The Academy will ensure that parents/carers are:

- made aware of the Academy's approach and rationale for drug education, for example, through the publication of this policy on the academy website
- given information about their child's drug education and Academy rules in relation to drugs, for example, through the academy newspaper. It is essential that all parent/carers understand how the Academy will respond to drug incidents and allay parental concerns following any serious incidents
- involved in any incident involving illegal and other unauthorised drugs at the Academy unless this would jeopardise the student's safety
- encouraged to support their child's learning at home, for example through shared-learning activities
- able to access information about drugs and local and national sources of help. See Appendix 3 for help and advice.

## **Child Criminal Exploitation (CCE)**

The Academy recognises and trains staff to recognise that some specific forms of CCE can include children being forced or manipulated into transporting drugs or money through county lines, working in cannabis factories, shoplifting, or pickpocketing. They can also be forced or manipulated into committing vehicle crime or threatening/committing serious violence to others.

The Academy recognises and trains staff to recognise that children can become trapped by this type of exploitation, as perpetrators can threaten victims (and their families) with violence or entrap and coerce them into debt. They may be coerced into carrying weapons such as knives or begin to carry a knife for a sense of protection from harm from others. As children involved in criminal exploitation often commit crimes themselves, their vulnerability as victims is not always recognised by adults and professionals, (particularly older children), and they are not treated as victims.

The Academy recognises and trains staff to recognise that the experience of girls who are criminally exploited can be very different to that of boys. The indicators may not be the same, however professionals should be aware that girls are at risk of criminal exploitation too. It is also important to note that both boys and girls being criminally exploited may be at higher risk of sexual exploitation.

## **County Lines**

County lines is a term used to describe gangs and organised criminal networks involved in exporting illegal drugs using dedicated mobile phone lines or other form of “deal line”.

The Academy recognises and trains staff to recognise that this activity can happen locally as well as across the UK - no specified distance of travel is required. Children and vulnerable adults are exploited to move, store and sell drugs and money. Offenders will often use coercion, intimidation, violence (including sexual violence) and weapons to ensure compliance of victims.

The Academy recognises and trains staff to recognise that children can be targeted and recruited into county lines in a number of locations including any type of schools (including special schools), further and higher educational institutions, pupil referral units, children’s homes and care homes. Children are also increasingly being targeted and recruited online using social media. Children can easily become trapped by this type of exploitation as county lines gangs can manufacture drug debts which need to be worked off or threaten serious violence and kidnap towards victims (and their families) if they attempt to leave the county lines network.

The Academy recognises and trains staff to recognise that a number of the indicators for CSE and CCE as detailed above may be applicable to where children are involved in county lines. Some additional specific indicators that may be present where a child is criminally exploited through involvement in county lines are children who:

- go missing and are subsequently found in areas away from their home
- have been the victim or perpetrator of serious violence (e.g. knife crime)

- are involved in receiving requests for drugs via a phone line, moving drugs, handing over and collecting money for drugs
- are exposed to techniques such as 'plugging', where drugs are concealed internally to avoid detection • are found in accommodation that they have no connection with, often called a 'trap house or cuckooing' or hotel room where there is drug activity
- owe a 'debt bond' to their exploiters • have their bank accounts used to facilitate drug dealing. Further information on the signs of a child's involvement in county lines is available in guidance published by the Home Office and The Children's Society:  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/863323/HOCountyLinesGuidance\\_-\\_Sept2018.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/863323/HOCountyLinesGuidance_-_Sept2018.pdf)

***All staff are trained to recognise the indicators above and use our Safeguarding procedures to report these suspicions to the DSL. The DSL in turn makes specific referrals to Social Services and where appropriate the Police.***

### **Governors**

As part of their general responsibilities for the strategic direction of the Academy, Governors have a key role to play in the development of their Academy's policy on drugs. The issue of drugs policy and education will come under the remit of the named Safeguarding Governor Nichola Shaw.

### **Liaison with other local schools/academies**

The local drug situation, the content of drug education, the management of incidents, training opportunities and transitions between academies will be routine elements of liaison between local academies/schools. This is likely to involve the lead PSHE teacher for the Northern Lincolnshire Education Consortium (NLEC).

## **Appendices**

### **Appendix 1**

#### **Drug Education for all students within a planned age appropriate PSHE (Personal, Social and Health Education) programme, which also responds to local need.**

The aim of our drug education programme is to provide opportunities for students to develop their knowledge, skills, attitudes and understanding about drugs, and appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions. Drug education is a major component of drug prevention. Prevention of drug abuse will help social inclusion and reduce inequalities in health as well as helping emotional wellbeing.

#### **Drug education objectives:**

- To increase knowledge, skills, attitudes and understanding of drugs and their effects by providing accurate information
- To improve self-knowledge, particularly in terms of risk taking
- To promote positive attitudes towards healthy lifestyles; to challenge and try to modify these when they may lead to behaviour harmful to health
- To promote a sense of responsibility towards the use of drugs
- To develop social skills such as making informed choices and resisting unhelpful pressures from peers and from advertising. This will include being able to assess, avoid and manage risk
- To enable young people to identify and locate sources of appropriate support
- To widen understanding about related health and social issues such as sexual health and crime as well as the complex moral, social and political issues

The programme will reflect the views and needs of students so that it is age/needs appropriate and demonstrates year on year progression. It will adhere to national and local guidance. It will be delivered within a whole Academy approach through well-planned PSHE. For further information, see the PSHE KS3 and KS4 programme of study stored on the Complementary Studies section of the Axholme Academy website.

#### **The teaching of drug education will:**

- Create a safe, secure and supportive learning environment (by use of ground rules)
- Provide opportunities for active learning
- Give up to date, accurate and unbiased information
- Allow for the expression and consideration of a range of attitudes and values
- Offer opportunities for discussion and reflection

#### **Assessment monitoring and evaluation**

The PSHE and Citizenship programme is co-ordinated by Mrs E Winder who is responsible for:

- Schemes of work
- Ensuring that teaching staff are informed and confident
- Monitoring and review of the programme
- Monitoring the use of drug education resources (stored on the Academy's shared Drive)

For ways the programme delivery is assessed, monitored and evaluated by both teaching staff and students, see the separate PSHE and Citizenship handbook and assessment policies

The elements of drugs education as delivered by the science department will be assessed in accordance with the requirements of the national curriculum.

## **Appendix 2; Procedures on dealing with legal drugs**

**General:** The Police will not normally need to be involved in incidents involving legal drugs, but the Academy may inform local trading standards or the Police about inappropriate sales of tobacco, alcohol or volatile substances to young people.

### **ALCOHOL**

Adults under the influence of alcohol visiting the site will be asked to leave and the matter reported to a member of senior staff immediately. Staff should attempt to maintain a calm atmosphere. On occasion, a teacher may have concerns about discharging a student into the care of a parent/carer who appears to be drunk. In such instances, senior staff should be called and the Designated safeguarding Lead informed. The focus for staff will always be the maintenance of the child's welfare, as opposed to the moderation of parent's/carer's behaviour.

Where the behaviour of a parent/carer under the influence of drugs/alcohol repeatedly places a child at risk or the parents/carer becomes abusive or violent, senior staff should consider whether to invoke child protection procedures and/or the involvement of police. It is likely that at this point, the pastoral team will be involved.

Staff and personnel under the influence of alcohol are in breach of contract. They will be sent home immediately. The Principal will follow academy disciplinary procedures in this respect. The Academy will however support staff that have a problem and will help them to find appropriate guidance and support.

Students under the influence of alcohol: the Principal will be informed. Their parents /carers will be notified (unless this is not in the best interests of the child). If it is not possible for the parent /carer to collect them, the student will then be isolated. If alcohol is taken off the student, it should be securely locked away until disposed of.

Sometimes it may be appropriate for staff to keep alcohol temporarily on the Academy premises. If so, this should be kept safely in the staff room or elsewhere away from students, under lock and key.

### **TOBACCO**

The minimum age for smoking is 18 and Academies are subject to the same smoke free legislation as other premises. The Axholme Academy is a smoke free site and provides information and support for smokers to quit e.g. smoking cessation provided on the Academy site. Staff and other visitors to the site must follow this guidance.

Procedures for dealing with a student found smoking or in possession of cigarettes:  
The tobacco should be removed from the child and disposed of safely.

The Academy will deal appropriately with the incident, using the Academy's Behaviour Policy. Parents will be informed. This may eventually lead to the student attending on site smoking cessation counselling.

### **E cigarettes / Vapes**

As an Academy, we treat the use of e cigarettes / vapes in the same way as cigarettes. This reflects the policy of North Lincolnshire Council (see below). Students, staff and members of the wider community are made aware of this policy.

North Lincolnshire Council's policy was updated in December 2013.

*“..use of E-cigarettes is prohibited in all council buildings and vehicles as per standard cigarettes. The rationale is that at present they are unregulated, might irritate other employees and might cause confusion about the allowed use of actual cigarettes.*

### **SOLVENT (VOLATILE SUBSTANCE) ABUSE**

(this also includes a student found in possession of Alkyl Nitrate (poppers/liquid gold)

The child should be:

- Removed from the company of other students and parents/carers informed (unless this isn't in the best interests of the child) and asked to collect their child. If this isn't possible, the child will be isolated
- The Principal will be informed (call senior staff as above)
- Medical assistance sought if required
- A sample of the solvent sent to hospital (if this is possible) with the student **if** the student needs hospital treatment
- Apparatus confiscated and securely locked away until disposed of
- If possible, the child involved should be offered counselling as well as having to follow the Academy's behaviour policy

### **PSYCHOACTIVES SUBSTANCES (SO CALLED “LEGAL” HIGHS / FORMERLY ‘LEGAL’)**

Young people are becoming increasingly aware of, and in some cases using, new psychoactive substances (NPS). These are designed to mimic the effect of illegal drugs but are structurally different enough to have formerly avoided being classified as illegal substances under the Misuse of Drugs Act. The Psychoactive Substances Act (PSA) came into force in May 2016, making it an offence to produce, supply or offer to supply any psychoactive substance if it is likely to be used for its psychoactive effects, regardless of its potential for harm. Despite often being labelled as “legal” these substances have not been tested and are often unsafe. These substances are now classed as illegal. If there is uncertainty about what the substance is, it should be treated by Academy as a **controlled drug** (see definition on Page 3).

### **Appendix 3 Helplines/ Places of Help**

Sites **for student** use:

**FRANK** is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs.

24 Hour Helpline: 0800 77 66 00

Email: [frank@talktofrank.com](mailto:frank@talktofrank.com) Website: [www.talktofrank.com](http://www.talktofrank.com)

#### **The Site**

A useful website for all areas that may concern teens, but with a very useful section on drugs and alcohol (Can be linked to Facebook)

<http://www.thesite.org/drinkanddrugs>

#### **Help and advice on smoking/effects /costs of smoking**

<http://smokefree.nhs.uk/?&gclid=CPjI0b6t9a8CFUdItAod1nXyDA>

Helpline: England

Smokefree: 0800 022 4 332

**A Smoking cessation programme** is offered to students on site which is delivered by the Choices Team on a weekly basis.

#### **Useful Organisations for information / help about drugs**

##### **Local**

N.B telephoning is recommended before going to Delta. In some cases, a GP / health professional referral may be needed. The Academy can refer if necessary (usually via Mrs D Millward).

##### **DELTA**

The Grove, 74 Oswald Road, Scunthorpe, DN15 7PG

Tel: 01724 298528 or 01724 298531. Ask for Stewart Sutton and if he isn't there, another member of staff will take a message.

DELTA provides outreach services for children and young people aged up to 19 affected by their own or their parent's alcohol use. It offers telephone support, home visits and individual counselling as well as advice and information on alcohol and related issues.

**CHOICES** clinics offer young people aged 11 to 25 information, advice and support on any health topic, including drug, tobacco and alcohol use. They will also discuss issues if a young person is concerned about members of their family who may use drugs. A Choices drop in session is offered in-school during lunchtime on a bi-weekly basis.

##### **National**

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services.

Tel: 020 7553 7640 Email: [admin@adfam.org.uk](mailto:admin@adfam.org.uk) Website: [www.adfam.org.uk](http://www.adfam.org.uk)

**Alcohol Concern** works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems Tel: 020 7264 0510. [Email: contact@alcoholconcern.org.uk](mailto:contact@alcoholconcern.org.uk)  
 Website: [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)

**Drinkaware** - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimize alcohol related harm.  
 Tel: 020 7307 7450 Website: [www.drinkaware.co.uk/](http://www.drinkaware.co.uk/)

**Drinkline** - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking.  
 Tel: 0800 917 8282 (lines are open 24 hours a day)

**ASH** (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco. Tel: 020 7739 5902 [Email: enquiries@ash.org.uk](mailto:enquiries@ash.org.uk)  
 Website: [www.ash.org.uk](http://www.ash.org.uk)

**Smokefree** - NHS Smoking Helpline: 0800 169 0 169 / 0800 022 4 332  
 Website: <http://smokefree.nhs.uk>

Stars National Initiative offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse.  
[www.starsnationalinitiative.org.uk](http://www.starsnationalinitiative.org.uk)

**For parents/carers**

Some of the above will be helpful. Mentor UK is a non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives. Parents can use the service if concerned about their child  
 Tel: 020 7739 8494. [Email admin@mentoruk.org](mailto:admin@mentoruk.org)  
 Website: [www.mentoruk.org.uk](http://www.mentoruk.org.uk)

Also look at the FRANK website for information about drugs  
[www.talktofrank.com](http://www.talktofrank.com)

WHAT TO DO IF...	IMMEDIATE ACTION	LEGALITIES	INFORM
<b>Drugs or drug taking gear is discovered on the premises (includes legal highs)</b>	Call SLT Take it to Principal/SLT along with an adult witness ASAP Lock it away if immediate action cannot be taken	Staff should not search a student, SLT will conduct or sanction the search It is illegal to knowingly allow the premises to be used for the production/dealing/consumption of some substances	Principal to make the decision on what to do
<b>A student is found in possession of drugs (includes legal highs)</b>	Isolate the student (with a colleague present) Refer to SLT immediately Call for medical attention if necessary	Academies have Loco Parentis responsibilities Only SLT should investigate if drugs are in a child's possession Staff should never	Principal to make the decision on what to do, the safety of the student will always be paramount initially Refer to SLT immediately

		physically search a student	
<b>A member of staff suspects that a student is under the influence of drugs</b>	If you are teaching and suspicion is strong, call SLT and inform them Isolate the student (if possible), yet keep them with you or another adult until SLT arrive; always try to have a second adult present If suspicion is general, talk to DSL, and log on CPOMS as soon as possible	In Loco Parentis responsibility applies Follow Child protection Guidelines	Principal/SLT who would isolate the student and then decide what action to take
<b>A student discovers that a relative is misusing or selling drugs</b>	Dated Incident Form to the DSL/DDSL or a member of SLT	Only DSL/SLT should be involved Follow Child protection Guidelines	DSL/DDSL to take appropriate action
<b>A student discloses that they are using drugs/solvents (but not under the influence at that time)</b>	Inform the student that the disclosed information will be passed on to an appropriate member of staff Tell DSL/DDSL/SLT ASAP; if not available, complete an Incident Form	In Loco Parentis responsibility applies Follow Child protection Guidelines	Principal to make the decision on what to do DSL to engage relevant pastoral support staff both in and out of the Academy
<b>A parent/carer comes to you as a member of staff for advice about their child who may be using drugs</b>	Signpost to the Pastoral team for helpline numbers Write a dated account of the conversation Never keep the conversation to yourself; you must make this clear	DSL/DDSL/SLT will follow all information through You may or may not be further informed	Our policy states that there is an obligation to tell DSL/DDSL
<b>Illegal drugs (includes legal highs) are found on a student on an Academy trip (no SLT present)</b>	Call for First Aid, if required Call SLT who will advise on what to do next Keep a written and dated statement and always have a second adult present; who also must make a statement Complete an Incident Form and give to SLT ASAP	You may need to search the student's possessions and outer garments etc; if SLT advises this and you feel the need/feel you can. Always have a second adult present You may be advised to call the Police if you cannot get hold of SLT (eg. through the night), then lock the substance away until you can with an adult witness present	SLT will take all further action and advise staff where necessary