



## **HALLIFORD SCHOOL ILLEGAL DRUG ABUSE POLICY**

### **INTRODUCTION**

1. Halliford School recognises the threat posed by the widespread availability of drugs, is aware that they are widely used by significant numbers of teenagers and acknowledges the social and other pressures that can lead to drug use by young people. Faced with this situation the School believes that its prime responsibilities are to provide a safe drug free environment for its pupils, to ensure that they all participate in a sound drugs education programme and to stand resolutely for an anti-drug culture.
2. The School appreciates that success will only be achieved with the support and cooperation of parents, with the constant vigilance of staff and with a school ethos which encourages and enables pupils to speak freely about their concerns, whatever they may be.
3. While the School recognises that it has a responsibility to provide counselling and support for those who are tempted to become involved with drugs or who have become involved and are seeking to find a way out, its first responsibility must always be to the members of the wider school community.

### **STATEMENT OF POLICY**

4. Halliford School actively aims to discourage the abuse of controlled drugs and will regard cases of abuse whether at school, out of school or during the holidays, as serious misconduct almost certain to result in permanent exclusion.
5. **Aims of the Policy.** The aims of this policy are as follows:
  - a. To prevent pupils from using controlled drugs.
  - b. To provide a positive and effective deterrent against drug abuse.
  - c. To discourage drug abuse via an effective drug education programme.
6. **Drug Testing.** The School reserves the right to drug test pupils when the School believes that it has information or evidence indicating drug abuse or, in the unlikely event that a pupil was allowed to remain in the School Any such testing would only take place with the consent of parents and pupil. However, the School takes the view that, unless there was overwhelming medical evidence against a test, refusal to take a test would constitute admission of guilt.

### **TERMINOLOGY**

7. The following terminology is used in the policy and requires definition:
  - a. **Controlled drugs/drugs.** In this policy these two terms are used interchangeably. They cover all substances defined as illegal by the Misuse of Drugs Act, 1971 and any substances purporting to be such. Also included are any prescription medicines listed in the Act.

- b. **Drug abuse.** This covers the possession, use, dealing and supply of drugs or paraphernalia associated with drugs.
- c. **At School.** This covers both the school premises and also any location used during any activity organised by or connected with the School.
- d. **Out of School.** This is when a pupil is away from school, whether at home or elsewhere.

## **IMPLEMENTATION OF THE POLICY**

**8. Prevention Through Education.** Priority will be given at all levels of the School to a continuing programme of education about drugs. This programme is based on the guidance given in National Curriculum and in the DFES publication Drugs: Guidance for Schools. Its key aims are as follows:

- a. To help pupils make healthy and informed choices by increasing knowledge and challenging attitudes.
- b. To provide accurate information for staff and pupils about substances.
- c. To increase understanding about the implications and possible consequences of use and misuse of drugs and other controlled substances
- d. To encourage understanding for those experiencing or likely to experience drug use.
- e. To widen understanding about related health and social issues: sex, crime, HIV, AIDS.
- f. To seek to minimise the risks that users and potential users face.
- g. To enable pupils to identify sources of appropriate personal support.

These aims are tackled through the curriculum (principally via Biology and Religious Studies), through the PSHE programme, through tutorial time, through school and house assemblies and supported by lectures from outside agencies such as the police, the Drug Education Forum and Alcoholics Anonymous. The programme is reviewed annually. Full details of the programme are contained in the Drug Education Scheme of Work.

**9. Assistance to Drug Users.** The School will provide help, counselling and advice to any member of staff or pupil who comes forward to seek genuine help with a drug problem. However, the School reserves the right to place such a person on a programme of regular but randomly administered drug testing.

**10. Staff Training.** All members of staff will receive training about drugs and drugs misuse so that they can respond appropriately to pupils seeking individual advice and help and so that they are alert to the warning signs of drug misuse.

**11. Suspicion of Misuse.** If a member of staff has reason to suspect that a pupil is involved in drug abuse, he/she must report the situation to the Headmaster or Deputy Headmaster who will decide if further investigation is warranted. Suspicion of misuse may be aroused by behavioural and other signs which may in turn be associated with a deterioration in a pupil's welfare and/or performance. Staff must be alert to warning signs of drug abuse. Possible symptoms are listed at paragraph 14 below. Other signs of abuse may include finding drug-related items of equipment,

behaviour on a particular occasion, information that has been obtained or disclosed and/or display of an inappropriate level of knowledge of drugs for the age of the pupil concerned.

**12. Investigation of Misuse.** Once the Headmaster or Deputy Headmaster has conformed that there are reasonable grounds for suspecting that a pupil is involved in drug abuse they will be responsible for the organisation and conduct of any further investigation. Every effort will be made to ensure that such investigations are conducted fairly, with as much openness towards the pupil concerned as the circumstances may reasonably allow and in accordance with the following guidelines:

- a. The pupil will be separated from other pupils but kept in company of an adult.
- b. Questioning of the pupil will be non-confrontational and in presence of a third party.
- c. Body searches will not be done and searches personal property only with permission.
- d. Every effort will be made to get the pupil to surrender drugs in his/her possession.
- e. Any searches undertaken must take place in presence of an adult witness.
- f. If the pupil refuses to hand over the drugs in his/her possession police may be called.
- g. Parents/guardians will be informed as soon as the nature of the incident is clear.

**13. Action Following Misuse.** If there is firm evidence that a pupil has been involved in drug abuse he/she will automatically be sent home to discuss the gravity and consequences of his/her misconduct with his/her parents or guardians. The Headmaster will subsequently see the parents, and when appropriate, the pupil to determine whether the pupil will be allowed to remain at Halliford. The likelihood is that in the majority of circumstances the pupil will be required to leave the School.

- a. When a pupil is excluded permanently Halliford will do everything that it can to help secure a place at another school as well as provide whatever other support and advice is appropriate to the particular circumstances.
- b. Pupils found in possession of drugs and/or found to have supplied, facilitated the supply or dealt drugs to others will always face exclusion. Pupils who are found to have taken drugs supplied by others may be allowed to return to the School under licence depending on the circumstances and on their previous school record.
- c. In the unlikely event that a pupil is allowed to remain at Halliford he/she will be given further guidance and support but will also have to submit to a regime of random drug testing for the remainder of his/her career at Halliford. In addition he/she will be expected to behave in an exemplary manner. Evidence of any subsequent drug abuse will result in automatic expulsion.

**14. Record Keeping.** Details of every incident and the action taken will be recorded. A record will also be kept of any substances recovered and of their subsequent disposal.

**15. Police Involvement.** It is the School's policy to inform the police of any serious case of drug abuse. The School considers dealing of any kind, the possession of Class A drugs and attempts to influence others as falling into that category. In less serious cases the school will only contact the police in order to arrange the disposal of any drugs recovered.

## **SEEKING HELP**

**16.** At Halliford, our policy is to encourage pupils to discuss their anxieties about drugs or other substances in confidence with a member of staff or other responsible adult. Parents are likewise encouraged to talk to the Head or Deputy Head if they have any reason to think that their child may be involved with drugs or other substances whether during the holidays or at school. Confidences of this kind will not result in the pupil being required to leave where the intention on the part of the pupil or parent is to get help. **It is especially important that parents should not feel that they have a conflict of interest in this respect.**

## **PARENTAL INVOLVEMENT**

**17.** This policy is available to all parents upon request. They will also be provided with opportunities to learn about drugs and where to find guidance and support should there be a need. Parents will be contacted immediately if ever their child is found to be involved with drugs or if the School is concerned that they are becoming involved in activities or behaviour that may lead to drug abuse.

## **SIGNS AND SYMPTOMS OF DRUG ABUSE**

**18.** All staff are expected to be aware of the signs of possible drug abuse. They are required to report any worries they may have in this regard about a pupil to the relevant tutor and to the Deputy Head. The signs listed below may indicate drug abuse. However, their presence alone is not conclusive. Many are just normal manifestations of adolescence.

- a. Unexpected decline in academic performance.
- b. Unexplained mood swings, outbreaks of temper, restlessness and irritability.
- c. Excessive tiredness with no obvious cause.
- d. Lack of appetite.
- e. Lack of interest in turnout physical appearance.
- f. Heavy use of after-shave lotions and colognes to disguise the smell of drugs.
- g. Sores or rashes, especially on the mouth or nose.
- h. Unwillingness to take part in school activities.
- j. New friends in older age groups.
- k. Unhealthy interest in or involvement with drug connected sub-cultures.

## **POLICY REVIEW**

**19.** The policy will be reviewed regularly by the Headmaster and the school PSHE team.

## **SOME USEFUL CONTACTS**

### **Useful Websites:**

Drug Education Forum (DEF)

[www.drugeducation.org.uk](http://www.drugeducation.org.uk)

DrugScope  
Drug Education and Prevention Information Service  
**Useful Documents:**  
Drugs: Guidance for Schools  
Drug Use Among Young People, Summary Report

[www.drugscope.org.uk](http://www.drugscope.org.uk)  
[www.doh.gov.uk/drugs/depis](http://www.doh.gov.uk/drugs/depis)

DfES publication (DfES/0092/2004)  
DHSS Survey (SO 173713)