



ORMISTON  
SIX VILLAGES  
ACADEMY



# DRUGS, ALCOHOL AND TOBACCO POLICY

Approved by the Principal: September 2015  
Date of next review: February 2018

# Ormiston Academies Trust

## Drugs, alcohol and tobacco policy

### Policy Version Control

Policy type	Academy Model Policy
Policy prepared by (name and department)	Victoria Taylor – Ormiston Governance Department
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Name and date of line manager's approval	Samuel Henson – 12/02/2015
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# I. Policy statement and principles

## I.1 Policy aims and principles

We are committed to ensuring that the academy provides a positive and healthy environment, free from the misuse of drugs, alcohol, tobacco and other substances. The academy has a zero tolerance approach to the possession and misuse of such substances.

Ormiston Six Villages Academy's drug procedure should be seen in the context of the Academy's statement of purpose and core values as shown in the Academy's mission statement and the aims of the Academy and in line with "Healthy School Status".

This policy seeks to ensure that the community of the academy receives a common message about drugs, alcohol and tobacco use, the inappropriateness and dangers of drug misuse and how issues surrounding these areas are dealt with by the academy to ensure consistency.

This policy aims to:

- Protect the safety and wellbeing of all members of the academy community
- Enable all members of the academy community to make informed decisions on their own and others' attitudes to drugs, alcohol and tobacco by increasing knowledge, challenging attitudes and developing and practicing skills
- Provide a safe and healthy environment which is conducive to the education of the students in the academy
- Widen understanding about related health and social issues
- Ensure that adequate support mechanisms and sanctions are in place where required

This policy sets out the academy's approach to teaching and learning about drugs, alcohol and tobacco, our rules relating to their use and also describes how we will manage any incident either on or off academy premises. This policy applies to all members of the academy community and any visitors.

This policy applies to all academy activities including those which occur outside of normal hours and whether on academy premises (either inside or outside) or on any external visit or residential trip. This includes activities run by non-academy staff or adults other than teachers as a part of our enrichment programme. There may also be some circumstances where this policy might apply to a student away from the academy but still in uniform. Staff taking part in off-site activities with students at whatever level, from single lessons in the local community to overnight trips abroad should be aware of their "duty of care" for the students and so should exercise with caution in their use of alcohol, tobacco and prescription drugs.

This policy covers the possession, use or supply of the following substances. This is not an exhaustive list and other, existing or new substances, which are similar in type or effect will also be covered by the principles detailed.

- All illegal substances / drugs (including drug related paraphernalia i.e. needles, smoking devices)
- Alcohol
- Tobacco (including smoking related paraphernalia i.e. matches, lighters)
- E-cigarettes
- Solvents (including but not limited to, aerosol deodorant, compressed air, and aerosol hairspray)
- Medicines
- Legal highs

- Medications – both prescription and non-prescription where they do not fall under the academy's **Supporting Students with Medical Needs policy (including administering medicines)**

If in doubt the academy will treat any suspicious substance as illegal / contravening this policy unless there is evidence to suggest otherwise. In such circumstances the academy will follow the procedures outlined.

All students, no matter what their age, must comply with the principles in this policy. Members of staff and visitors will be obligated to comply with all of the principles of the policy with the exception of the possession of e-cigarettes, tobacco and smoking paraphernalia (matches, lighters etc.). Staff members are only permitted to smoke (including e-cigarettes) in specific areas as detailed to them. Visitors are not permitted to smoke (including e-cigarettes) on academy premises / at the entrance to the academy in any circumstances. Both staff and visitors should avoid smoking in front of students and / or encouraging students to smoke.

This policy is consistent with all other policies adopted by OAT / the academy and is written in line with current legislation and guidance.

The procedure is outlined in an information guide for parents and full copies are available for parents from the Academy reception. The Principal and the Head of Advice will review the Drug procedure as part of a documented rolling program of review on an annual basis. The Head of advice is responsible for leading this review.

## 1.2 Complaints

All complaints are dealt with under the **OAT Complaints Policy**.

Complaints should be made in writing and will follow the OAT complaint procedures and set timescales. The handling of complaints may be delegated to an appropriate person.

The outcome of the complaint will be communicated in writing.

## 1.3 Monitoring and review

This policy will be reviewed every three years or in the following circumstances:

- Changes in legislation and / or government guidance
- As a result of any other significant change or event
- In the event that the policy is determined not to be effective

If there are urgent concerns these should be raised to the Principal in the first instance for them to determine whether a review of the policy is required in advance of the review date.

## 2. Roles and responsibilities

### 2.1 Key personnel

Principal		Ms U Sharif
Contact Details	Email	<a href="mailto:usf@ormistonsixvillages.org.uk">usf@ormistonsixvillages.org.uk</a>
	Telephone	01243 546802
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Contact Details	Email	<a href="mailto:rne@ormistonsixvillages.org.uk">rne@ormistonsixvillages.org.uk</a>
	Telephone	01243 546809
Director of Learning for Year 11		Mrs S Parry
Contact Details	Email	<a href="mailto:spy@ormistonsixvillages.org.uk">spy@ormistonsixvillages.org.uk</a>
	Telephone	01243 546825/6851
Director of Learning for Year 10		Miss H Dart/Mrs N Gavin
Contact Details	Email	<a href="mailto:hdt@ormistonsixvillages.org.uk">hdt@ormistonsixvillages.org.uk</a> / <a href="mailto:ngn@ormistonsixvillages.org.uk">ngn@ormistonsixvillages.org.uk</a>
	Telephone	01243 546825/6852 01243 546815/6852
Director of Learning for Year 9		Mr A Ender
Contact Details	Email	<a href="mailto:aer@ormistonsixvillages.org.uk">aer@ormistonsixvillages.org.uk</a>
	Telephone	01243 546825/6839
Director of Learning for Year 8		Ms E Molineaux-Inglis
Contact Details	Email	<a href="mailto:emx@ormistonsixvillages.org.uk">emx@ormistonsixvillages.org.uk</a>
	Telephone	01243 542807/6865
Director of Learning for Year 7		Mr D Ball
Contact Details	Email	<a href="mailto:dbl@ormistonsixvillages.org.uk">dbl@ormistonsixvillages.org.uk</a>
	Telephone	01243 546829
Inclusion Support		Miss R Ward
Contact Details	Email	<a href="mailto:rwd@ormistonsixvillages.org.uk">rwd@ormistonsixvillages.org.uk</a>
	Telephone	01243 542806

## 3. Education

### 3.1 Students

The academy promotes a positive ethos that helps students feel valued as part of the wider community, fostering a positive self-image enabling students to cope better and form educated opinions on drug, alcohol and tobacco use. A strong emphasis will be placed on the development of responsible attitudes, informed decision making, health and legal aspects of substances as well as support and resources available.

The academy has a proactive approach to drug education, we believe that drugs, alcohol and tobacco education should not be delivered in isolation, but be firmly rooted in the academy's curriculum. The academy therefore provides education within the appropriate curriculum areas for access by all students, this is detailed below.

Drug education is firmly embedded in the Academy's curriculum with elements being presented to students as part of the Key Stage 3 & 4 PSE and Science Programme.

The education provided to students will be reviewed on a regular basis.

### 3.2 Academy staff

Training and personal development opportunities are provided to all staff members on identifying signs of substance misuse and how to act if they suspect or have been informed of any person contravening the principles within this policy.

Staff members with particular areas of responsibilities with relation to this policy will be provided with adequate training to fulfil their roles effectively.

The training provided to staff members will be reviewed on a regular basis

## 4. Academy procedures

Any person on academy premises or engaging in academy activities off site that is found to be in possession, under the influence of or supplying any substance outlined in this policy will be subject to disciplinary action. This will be managed either as an academy disciplinary matter and / or by the local police, depending on the severity of the incident.

### 4.1 Reporting

All members of the academy community have the duty to report any person that is believed to be contravening any of the principles in this policy. All reports of all incidents should be made to the principal or designated person. Reports will be taken seriously and investigated however the academy will only act if there is evidence or serious suspicions of a breach of the policy rules.

### 4.2 Investigating

Staff members have a professional duty to investigate and take appropriate action, either individually or by referral, if they have reason to believe that any student is at risk.

An initial investigation will be led by a senior member of staff who will facilitate an assessment of how best to manage the situation, whether the police should be involved and, if so, in what capacity. A written report will be kept detailing any incident.

In all but the most unusual circumstances, (and where this is the case, the reasons will be logged), parents will be informed about the situation and invited to the academy to discuss it. Contact with parents will be maintained throughout the management of the incident.

Governors and external bodies will be notified where appropriate.

Following this initial investigation, a decision will be made about whether any immediate actions should be taken. However, most incidents will benefit from a further period of investigation.

#### Searching

Academy staff can search a student for any item if the student agrees, the ability to give consent may be influenced by the child's age or other factors and a decision will be made at the time, on a case by case basis as to whether consent can be obtained.

Principals and staff authorised by them have a statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that the student may have a prohibited item. Prohibited items are:

- Knives or weapons
- Alcohol
- Illegal drugs
- Stolen items
- Tobacco and cigarette papers
- Fireworks
- Pornographic images



A member of staff is also permitted to search for any article that they staff reasonably suspect has been, or is likely to be, used to commit an offence, cause personal injury or damage to property.

Principals and authorised staff can also search for any item banned by the academy rules which has been identified in the rules as an item which may be searched for.

Where there is reasonable suspicion that a student or students are in possession of an unauthorised substance they will be asked to turn out their pockets and bags or open their locker. Any search of the student themselves will be conducted by a same sex (authorised) member of staff with another same sex staff member as a witness unless there is a risk that serious harm will be caused to a person if the search is not done immediately, and where it is not practicable to summon another member of staff. Staff members may require a pupil to remove outer clothing including hats, scarves, boots, coats and scarves. Staff members may use such force as is reasonable given the circumstances when conducting a search for prohibited items.

Where there is reasonable suspicion that a staff member is in possession of an unauthorised substance the principal will request for them to agree to a search. Where they agree to a search, this will be carried out by a senior staff member of the same sex with another adult present. Where the search is refused the police will be called in to carry out the search.

### Confiscation

Academy staff are permitted by law to take temporary possession of any suspected illegal substance, it is recommended that a picture be taken of the substance before it is then destroyed or handed on to an authorised person as soon as possible. Staff can also seize any item found which they consider harmful or detrimental to academy discipline.

### Storage and disposal

For drugs or unknown substances, the substance will only be handled by a staff member with health and safety training using appropriate handling procedures and safety equipment. It will be placed in a lockable, secure location and the police notified in order for them to collect it. Alcohol and tobacco products will be confiscated and disposed of by the academy. Unauthorised people are not permitted to handle suspect items and should inform a member of staff.

Hazardous substances and equipment (for example solvents) may have a legitimate use on the academy site for a variety of reasons, this will only be done with the approval of the principal. Where this is the case, the prohibited item will be stored securely and safely and any students that come into contact with it will be adequately supervised.

## 4.3 Discipline – students

Students who breach the principles in this policy will be disciplined in accordance with the academy's **Behaviour Policy**, which can be found on the academy's website. Below there is additional information which specifically relates to drugs, alcohol, tobacco and other substances.

Please see the Academy's **Disciplinary policy** for details of when sanctions such as detentions and fixed/permanent exclusions would apply.

### Contact with parents

Whilst there is no legal obligation to contact parents it is the academy's policy that parents should be contacted, preferably as early as possible.

Consideration might be given to not contacting parents if there is concern about parental reaction to the child, if parents are implicated themselves or if the police advise against it. A decision not to contact parents may only be taken by the principal. Students will be informed that parents are to be notified prior to contact being made.

Parents are encouraged to come to the academy and talk to us about any concerns they may have.

#### 4.4 Discipline – staff

Staff members found to be under the influence of drugs or alcohol whilst on academy premises will be disciplined in line with their contract of employment.

#### 4.5 Support

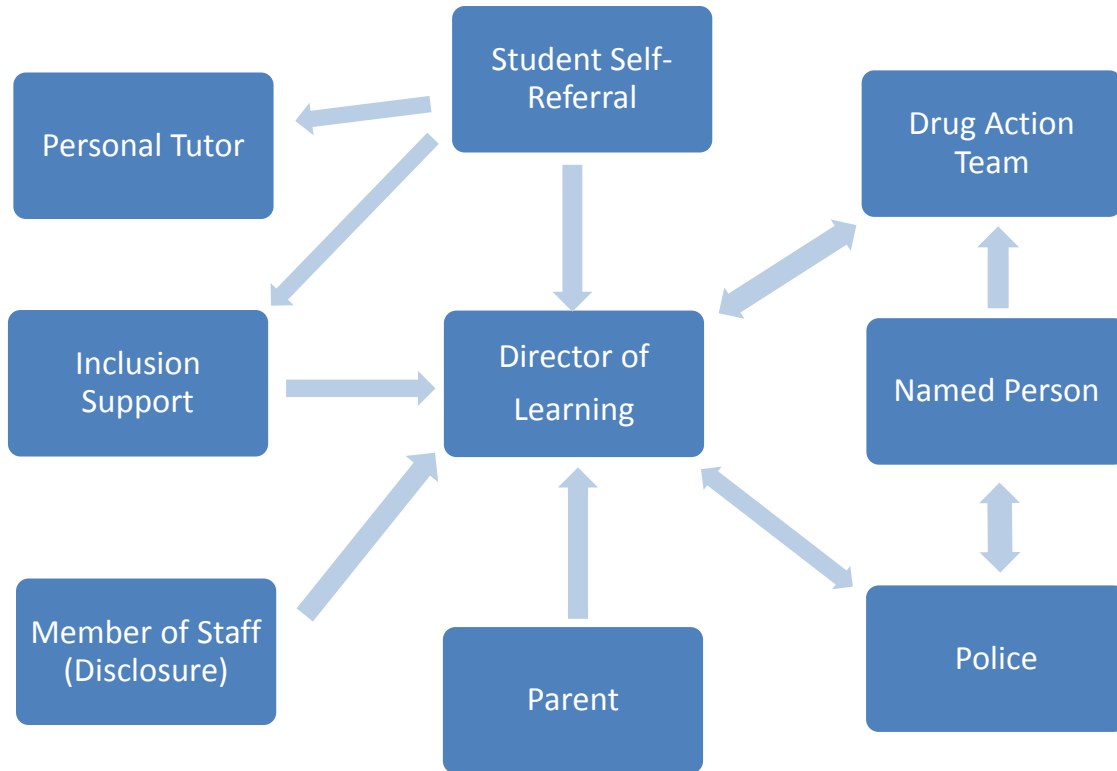
All members of staff have a duty to support students who approach them with problems related to substance use / abuse. Prior to any further investigation any approach should always be considered as a request for help rather than a disciplinary matter.

When dealing with any incident staff should consider:

- Medical support – immediate first aid if required then appropriate referral to the Health Service
- Inform the academy's principal or designated officer (this may include the child protection officer)
- Give immediate safety / welfare support; ascertain if the student is at risk from own or others behaviour
- Communication with parents
- Discipline, where appropriate (including liaising with the police) and / or counselling and guidance
- Whether child protection measures should be invoked

Where problems with family substance misuse are identified, the academy will work with the family and appropriate agencies including Social Services, the Family Substance Misuse Service, and Young Carers as appropriate to ensure that the family and therefore the student has support.

**Possible referral routes to assess drug related support**



**4.6 Confidentiality**

Information relating to any student or students involved in drug use or misuse will follow the same procedure as for other sensitive information. The principal will be informed of all incidents and confidentiality will be maintained where possible at all times.

Students in the academy should feel able to talk in confidence to a member of staff about any drug related problem without the fear of being judged and every effort should be made to establish a meaningful dialogue however no member of staff can agree to offer complete confidentiality.

Staff members that are aware that a student might be about to disclose drug involvement should warn the student that the information given may not remain confidential and that parents, the police and other relevant agencies may have to be involved. The student should be assured that the information will not become generally known amongst the academy staff and students but that those people who ‘need to know’ should be informed so they are able to provide appropriate support and guidance.

**Information sharing**

Where appropriate we will involve partner agencies, with whom we have very positive working relationships. This will be done on a case by case basis and only in the interests of the individual concerned. When an external agency becomes involved we will share information that is relevant to the situation only.

## 4.7 Contacting the police

Whilst we have no legal obligation to report the finding of any suspected illegal substance to the police, we will adhere local guidance. The police will, in general, be called into the academy when a drug related incident occurs, or if the individual concerned starts behaving in an abusive or threatening way. In most cases the academy will attempt to use the academy's Police Liaison Officer rather than the police.

Only the principal or designated person may take the decision to call in the police, in making this decision all of the circumstance of the incident will be taken into account.

If the police are called into interview students then the academy will do all in its power to inform parents prior to the interview taking place. A parent or responsible adult must be present with the police at the interview. Parents have the right to refuse to allow their child to be interviewed.

Any decision to request a police investigation will be informed by the findings of the internal initial investigation and will take account of the quantity and nature of the substance and whether it was held for personal use or to supply others, as well as a range of other factors. If supply is suspected the names of students will be passed to the police together with a full report detailing the incident and we will co-operate fully with the police investigation.

## 4.8 Incidents requiring immediate attention

### Medical emergencies

Any student thought to have misused any substance by intent or accident will always be treated as a serious medical emergency and medical advice and treatment will be swiftly sought. Parents will be informed at the earliest opportunity. In order to ensure the safety of students and others, first aid will be administered by a trained first aider or an ambulance called for where necessary.

Other students will be removed from the immediate area as soon as is reasonably practicable. A staff member will remain with the individual until medical assistance has arrived.

### Threatening behaviour

Aggressive and threatening behaviour by anyone under the influence of drugs or alcohol will be taken very seriously.

Where aggressive and / or threatening behaviour is displayed, the academy will not hesitate to contact the police if necessary. Any person displaying aggressive and / or threatening behaviour will be removed from the premises. In the case of students, parents will be contacted.

## 4.9 Visitors

Any individual causing or permitting nuisance or disturbance on academy premises will be asked to leave and police assistance will be called for if necessary. This includes those displaying signs of intoxication.

Visitors to the academy found to be under the influence of drugs or alcohol on academy premises will be escorted from the premises. The principal has the authority to ban persistent offenders from the premises.

#### 4.10 Monitoring and recording

All incidents relating to the principles in this policy will be recorded and kept in a confidential place. No entry will be made to any student's record until all evidence is gathered and corroborated.

The academy will follow up incidents to monitor progress. The record will contain details of the incident and any outcomes such as support and sanctions given, it will also include any evidence obtained and communications with parents and external agencies.

#### 4.11 Media

Any media involvement will be dealt with by the OAT, the principal or a delegated member of staff.

No contact should be made with the media without the permission of OAT and / or the principal. If staff are contacted directly by the media they should refer them to the OAT and / or the principal without making any specific comment.

## OSVA DRUGS PROCEDURE

### APPENDICES

Appendix 1a	PSE Drugs Education outlines for Key Stage 3 and 4.
Appendix 1b	Science Drug Education outlines for Key Stage 3 and 4.
Appendix 2	Evidence Form for Drug Related Incidents
Appendix 3	Procedures for searching students and their property.
Appendix 4	Procedure for dealing with illegal Drug Related Incidents in the Academy.

## APPENDIX 1A

### Drug Education in PSE

PSE is delivered by a specialist team. In Key Stage 3 the students are taught in L2L groups whilst in Key Stage 4 they are taught in English or Maths sets.

#### Key Stage 3

**Year 7** The students work through a module called “Choices” in which they consider the various choices they face as they get older. One of these choices concerns smoking and the teachers guide the students through an information gathering exercise. The students are encouraged to consider the pros and cons of smoking as well as why so many people who start smoking later try to give it up. Peer pressure issues are touched upon.

**Year 8** The students again work through a module entitled “Choices” in which they consider the use of nicotine and alcohol. This is a much more in-depth study than they undertook in Year 7 with much more emphasis on peer-pressure. The students consider society’s attitudes towards these drugs – including legal issues - and the mixed messages that can be put out. The students are asked to consider their knowledge and views on the subject at the start of the topic and then again at the end to see if either has changed.

**Key Stage 4** In Year 9 the topic becomes “Taking risks in the real world” and the main emphasis is on alcohol although illegal drugs are also touched on. In this unit the students consider alcohol misuse and sex, pregnancy and Sexually Transmitted Infections.

The Drug Awareness programme in Key Stage 4 aims to challenge and define attitudes towards all aspects of drug use. The students consider the effects on society of the use of all drugs as well as considering the scenario of full legalisation. They consider the long-term effects of drug misuse on the individual, their existing or potential offspring and society as a whole. The topic concludes with the students producing a drug related resource that could be used with students in Key Stage 3.

The Academy’s Police Liaison Officer has an input into all of these topics.

## APPENDIX 1B

### SCIENCE

#### Extracts from the Science syllabus

#### **DRUGS: KEY STAGE 3**

**Drugs** are chemicals that affect how the body works. Cigarettes contain a drug called **nicotine** which is addictive (you feel that you cannot do without it). The chemicals in cigarette smoke can cause diseases.

Poison in cigarette smoke	Harm it causes
nicotine	Makes arteries narrower, causes heart disease.
tar	Clogs up the lungs and stops the <b>cilia</b> working, causes <b>cancer</b> and <b>bronchitis</b> .
carbon monoxide	Stops red blood cells carrying so much oxygen.

**Medicines** are drugs that can help people who are suffering from diseases, e.g. **antibiotics**. **Recreational drugs** are legal drugs that people take because they like the effect that they have on their body, e.g. **caffeine** in coffee and **alcohol**. **Illegal drugs** include **heroin** and **Ecstasy**.

Drugs that slow down the **nervous system** are called **depressants**. Alcohol is a depressant. It alters behaviour and slows reaction time. Drugs that speed up the nervous system are called **stimulants**, e.g. caffeine. Misuse of any drug can be harmful especially to the liver.

#### **DRUGS: KEY STAGE 4**



**How do we use/abuse medical and recreational drugs?**

*Drugs affect our body chemistry. Medical drugs are developed to relieve illness or disease. Drugs may also be used recreationally as people like the effect on the body eg alcohol and tobacco. People cannot make sensible decisions about drugs unless they know their full effects.*

Candidates should use their skills, knowledge and understanding of how science works:

- to evaluate the effect of statins on cardio-vascular disease
- to evaluate the different types of drugs and why some people use illegal drugs for recreation
- to evaluate claims made about the effect of cannabis on health and the link between cannabis and addiction to hard drugs
- to explain how the link between smoking tobacco and lung cancer gradually became accepted
- to evaluate the different ways of trying to stop smoking.

Their skills, knowledge and understanding of how science works should be set in these substantive contexts:

- Drugs can be beneficial but may harm the body.
- Many drugs derived from natural substances have been known to indigenous peoples for many years.
- Scientists are developing new drugs. These need to be thoroughly tested.
- When new medical drugs are devised, they have to be extensively tested and trialled before being used. Drugs are tested in the laboratory to find if they are toxic. They are then trialled on human volunteers to discover any side effects.

Thalidomide is a drug that was developed as a sleeping pill. It was also found to be effective in relieving morning sickness in pregnant women. However, it had not been tested for this use. Unfortunately, many babies born to mothers who took the drug were born with severe limb abnormalities. The drug was then banned, but more recently is being used successfully to treat leprosy.

Some people use drugs recreationally. Some of these recreational drugs are more harmful than others. Some of these drugs are legal, some illegal.

The overall impact of legal drugs on health is much greater than the impact of illegal drugs, because far more people use them.

Drugs change the chemical processes in people's bodies so that they may become dependent or addicted to them and suffer withdrawal symptoms without them. Heroin and cocaine are very addictive.

Nicotine is the addictive substance in tobacco smoke. Tobacco smoke contains carcinogens.

Tobacco smoke also contains carbon monoxide which reduces the oxygen-carrying capacity of the blood. In pregnant women this can deprive a fetus of oxygen and lead to a low birth mass.

Alcohol affects the nervous system by slowing down reactions and helps people relax, but too much may lead to lack of self-control, unconsciousness or even coma, eventually damaging the liver and brain.

**APPENDIX 2**

**DRI Record Sheet**

<b>No. 051</b>																																							
Name and form of pupil(s):  Parent / carer informed by:  Time:	Senior staff involved:  Date of incident:  Time of incident:                      am/pm																																						
Brief description of symptoms / incident :          <div style="text-align: right; font-size: small;"><i>(Continue onto a blank sheet if necessary)</i></div>																																							
<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">First Aid Given</td> <td style="width: 40%; text-align: right;">Yes / No</td> </tr> <tr> <td colspan="2">If Yes – by whom:</td> </tr> <tr> <td colspan="2">Brief details:</td> </tr> </table>	First Aid Given	Yes / No	If Yes – by whom:		Brief details:		<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Ambulance called</td> <td style="width: 40%; text-align: right;">Yes / No</td> </tr> <tr> <td colspan="2">If Yes, called by:</td> </tr> <tr> <td colspan="2">At time:    am/pm</td> </tr> </table>	Ambulance called	Yes / No	If Yes, called by:		At time:    am/pm																											
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Sample found?	Yes / No																																						
Police investigation requested?	Yes / No																																						
Police Serial incident number:																																							
Sussex Police Property Bag Unique Number(s):																																							
Name of witness:																																							
Suspected Drug Involved: (if known)																																							
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## APPENDIX 3

### PROCEDURES ON SEARCHING STUDENTS AND STUDENTS' PROPERTY

#### Policy

While considering every individual's human rights where the balance of evidence indicates a serious threat may exist to the health and safety of Academy users, a search of student property will need to be considered as a just cause.

For example, possession of weapons, illegal or unauthorised drugs (alcohol, tobacco, medicine, volatile substances).

#### Procedure

Do not rush to search. Consider all the evidence carefully. Is a search warranted in relation to our policy?

A search should only be completed by a member of staff listed on the "Key Personnel" list

Special circumstances exist on Academy trips. Here it will be the more senior member of staff present to give approval and be involved in conducting the search.

It is never appropriate for a member of staff to carry out a personal search, This includes the searching of outer clothes and inside pockets. Searches must be limited to the student's property.

Consent must be sought from the student for the search to take place. Ensure no coercion is used or distress caused. The student should pass their property over to you.

If a search is deemed appropriate, arrange for the following:

- Another member of staff or adult witness to be present
- The gender of the member of staff conducting the search is the same as the student
- The request to search - and any subsequent search - must take place in a private location.
- Searches should be conducted in such a way to minimise embarrassment and distress.

After a search of the student's property has taken place ensure:

- The student understands why a search was deemed necessary.
- Written notes (in addition to the referral system) act as a record, stressing why a search was necessary.
- The student's parents/carers are informed about the search and the reasons for it regardless of the outcome.

If the student refuses to allow his/her property to be searched:

- Every effort should be made to persuade the person to hand over the item voluntarily
- The parent/carer may be able to persuade the student to give consent to a search or hand over an item
- If the item is deemed most likely to be an illegal drug or weapon, and the academy feels there is no alternative but to proceed along formal lines, then the police should be called.
- The student should be kept in supervised isolation and parents/carer informed, as a matter of urgency, of the involvement of the police.
- The student should not be prevented from leaving the room or the academy site. Academies do not have the power to detain a person
- Academies do not have the power to detain a person without their consent after Academy hours (the student may need to be escorted off site).

## APPENDIX 4

### PROCEDURE FOR DEALING WITH ILLEGAL DRUG RELATED INCIDENTS IN THE ACADEMY

#### Context

Academies have no legal obligation to report incidents involving illegal drugs. Nevertheless, not informing the police may prove to be counter-productive for the Academy and the wider community.

*Drugs Guidance for Schools – DfES Feb 2004*

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/270169/drug\\_advice\\_for\\_schools.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/270169/drug_advice_for_schools.pdf)

#### RESPONSE TO INCIDENTS OF POSSESSION, USE OR SUPPLY

- Scenario 1      Small amounts of Class C drug found in possession or use.  
No known record of previous offence.

#### Action

Confiscate drug and secure for police collection

Inform Police Liaison Officer  
Exclusion for fixed term  
Police Liaison Officer involved at reintegration meeting  
Possible Police Warning (not Criminal Record)

- Scenario 2      Large amounts of Class C, Class B or Class A drug found in Possession or use. Evidence of dealing or second offence of possession or use.

#### Action

Confiscate drug and secure for police collection  
Immediate call to Police Liaison Officer  
Possible arrest with reprimand or final warning  
Possible permanent exclusion in context of evidence

There may be instances where the police need to take action, irrespective of agreed protocols or the wishes of the Academy.