



Drugs, Alcohol and Substance Misuse Policy

Policy Owner:	Principal
Formally Endorsed By:	Board of Trustees
Endorsement Date:	May 2024
Next Review Date:	May 2026

Human *Connection* in all we do

At Michael Hall we strongly believe that the abuse of any substance is incompatible with both our pedagogical approach and the health and wellbeing of the students. We are committed to promoting a healthy and safe social environment both within and outside the school; one in which all students may freely participate without there being substance abuse.

We believe that it is important to give clear and consistent messages to our pupils that will allow them to develop the understanding and confidence to reject legal and illegal alcohol, drugs and substances. All our staff are provided with ongoing training in recognising and responding to the symptoms of alcohol, drugs and substance abuse.

The statistics for the use of drugs amongst the young make it unlikely that any school is 'drug-free' and the shifting legal and social evaluation of vaping, cannabis, legal 'highs' and other drugs adds further complexity. Drugs can still ruin lives. The allure of experimentation can be a snare and even limited use can be damaging. In school, we need to be particularly vigilant of those, whether within or from outside, who seek to profit by the supply of illegal and forbidden substances. This includes the consumption of alcohol under the age of 18.

The best interests of the students and staff are fundamental to our approach and management of any situation regarding substance misuse.

Definitions

Drugs	a substance altering the way you feel, think or behave when taken
Illegal drugs	a drug classified in the Misuse of Drugs Act 1971, such as marijuana, cocaine
Unauthorised drugs	substances such as tobacco and electronic cigarettes, alcohol, solvents, medication not approved by the school, substances now classified in the Psychoactive Substances Act 2016 (formally known as "legal highs")
Recreational use	using drugs on a regular basis
Supplying	selling, sharing or giving drugs to another person
Intoxicated	being under the influence of drugs once using them
Paraphernalia	equipment used for taking or preparing drugs

Prevention and education

Through PHSE lessons, students learn about prevention and education in order to:

- clarify misconceptions through increased knowledge and understanding;
- keep themselves safe and make informed choices;
- understand the risk to health and consequences of substance misuse;
- have knowledge of the laws around legal and controlled drugs;
- explore and challenge their own and others' attitudes and views towards drugs;
- provide methods of seeking support and acquiring information through resources and organisations.

Drug related incidents

Incident involving use of unauthorised drugs Use of an unauthorised drug

Possession of an unauthorised drug or paraphernalia
Intoxication from an unauthorised drug

Incident involving use of illegal drugs

Use of an illegal drug
Possession of an illegal drug or paraphernalia
Intoxication from an illegal drug

Incident involving supplying of illegal or unauthorised drugs

Possession with the intention to sell illegal or unauthorised drugs
Supplying illegal or unauthorised drugs

Any alcohol/drug related incidents must be reported on CPOMS and the Safeguarding Team alerted

Suspicion

If a member of staff suspects a student of using alcohol/drugs recreationally (illegal or authorised):

- Have a conversation with the suspected student – this may lead to a bag search
- Notify their Guardian/ Class Teacher as to what has been said and actions taken so far
- Guardian/ Class Teacher speaks to the student
- Guardian/ Class Teacher informs parents of the concern
- Guardian/ Class Teacher informs an Assistant Principal of what has been said and actions taken so far
- The Assistant Principal liaises with the Senior Leadership Team (SLT) where disciplinary action is needed for exclusions
- Guardian/ Class Teacher liaises with the Wellbeing & Pastoral Care team for support where needed **See Annex A**

If a member of staff suspects a student of being in possession of alcohol/drugs:

- Have a conversation with the suspected student – this may lead to a bag search
- Notify their Guardian/ Class Teacher as to what has been said and actions taken so far
- Guardian/ Class Teacher speaks to the student
- Guardian/ Class Teacher informs parents of the concern
- Guardian/ Class Teacher informs an Assistant Principal of what has been said and actions taken so far
- The Assistant Principal liaises with SLT where disciplinary action is needed for exclusions
- Guardian/ Class Teacher liaises with the Wellbeing & Pastoral Care team for support where needed **See Annex A**

If a member of staff suspects a student of being intoxicated

- Take the student to First Aid for the First Aider to assess their health (call emergency services if needed or 111 for NHS advice)
- Have a conversation with the suspected student – this may lead to a bag search
- Notify their Guardian/ Class Teacher as to what has been said and actions taken so far
- Guardian/ Class Teacher speaks to the student
- Guardian/ Class Teacher informs parents of the concern
- Guardian/ Class Teacher informs the Assistant Principal of what has been said and actions taken so far
- The Assistant Principal liaises with SLT where disciplinary action is needed for exclusions

- Guardian/ Class Teacher liaises with the Pastoral Care team for support where needed **See Annex A**

Any suspicion of alcohol/drug related incidents must be reported on CPOMS and the Safeguarding Team alerted

Right to search

If a student is suspected of being in possession of alcohol/drugs based on their actions, behaviour or their language, the School reserves the right to search the student's bag and locker.

Confiscated illegal alcohol, drugs or paraphernalia will be kept under lock and key under the supervision of a member of the school leadership team until advice is sought from the Police and then suitably disposed of.

In cases where excessive amount of illegal drugs, or suspicion beyond reasonable doubt of possession with intent to supply or in the case of witnessing selling of illegal drugs, the school will seek Police advice and possible action. Parents will be notified of any Police involvement. The school will inform the Police of possession, consumption or supplying of an illegal drug or substance, where it is deemed appropriate.

Drug testing

If a student is continually suspected of using drugs recreationally, but no evidence has been found, they may be subject to a random drug testing. Drug tests will be administered by the First Aid staff under supervision of a member of the Wellbeing & Pastoral Care Team. The DDSL & DSL will be informed of any drug-related incident, suspected or found, via CPOMS. Random drug testing can be requested by a Guardian/Class Teacher or an Assistant Principal to the Safeguarding Team (SGT) or recommended by the SGT based on evidence they receive.

Should the SGT decide on random drug testing, a member of the Team will meet with the student to discuss this with them and their parents will be informed. The student will be subject to random drug tests for the duration of the academic year. The First Aid staff will administer a drug test at random without warning.

The results of this test should go back to the SGT member in order to notify the parents and the Wellbeing & Pastoral Care team to continue their support for the student. Records of the testing will not be used for any other purpose.

Should the test be positive of any substances, the student's place in the school will be in jeopardy. Parents will be invited in for a meeting to discuss an agreed course of action between the school and home, including outside intervention, and a behaviour contract written.

Should the parent/guardian or the student not agree to this, the student's education at Michael Hall will be terminated.

Disciplinary action

Action on use of unauthorised drugs

- Fixed term exclusion
- Permanent exclusion depending on severity or repeated action

Action on use of illegal drugs

- Fixed term exclusion
- Permanent exclusion depending on severity or repeated action

Action on selling drugs

- Permanent exclusion

Disciplinary actions and sanctions will be given taking into account the seriousness of the incident, the individual student's welfare, previous disciplinary record and guidance from the Department of Education Drug Advice for Schools.

[Drugs in Schools 2012](#)

Support provided

The following are possible examples of support for a student who has been suspected of or found guilty of a drug-related incident. These can also be sources of support for students and parents as means of gaining further information for preventative measures.

Safeguarding Team - school monitoring and support

Students will automatically be considered to be vulnerable and will be monitored by the SGT whilst support is in place.

Wellbeing & Pastoral Care - create targeted intervention or personalised programmes

Students will be put on a programme of support, designed by Pastoral Care, as appropriate for the circumstance. This will include random drug testing.

First Aid – health support and advice

First Aid staff can provide all students with further health advice regarding the effects and consequences of drug use on the body.

Tutors – personalised support, advice and guidance

Tutors can support students with monitoring of the situation and provide advice and guidance based on their circumstances.

Guardian/ Class Teachers – general support, advice and guidance

Guardian/ Class Teachers are able to provide all students with further information regarding drugs, the law and how it affects lives through informed lessons and talks.

GP – specialised support, advice and guidance

Support will be requested from the student's Doctor for addiction and substance misuse support as well as further health and medical advice.

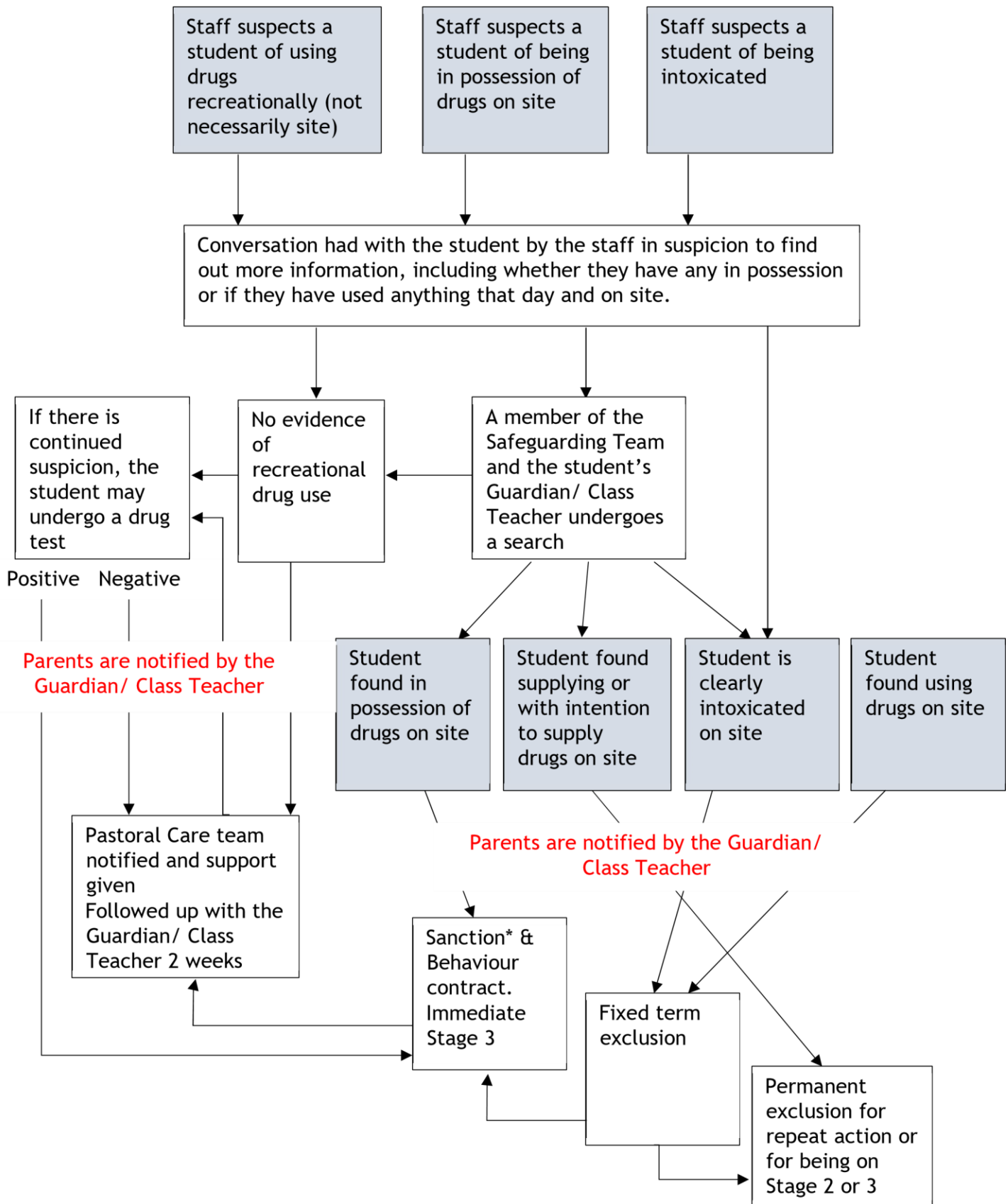
Counselling - confidential support, advice and guidance

Students will be referred for specific substance misuse counselling if deemed appropriate by Pastoral Care. Counselling is also available and recommended for general support for students.

Links to other Policies

- Positive Relationships (Behaviour) Policy
- Exclusion Policy
- Physical Restraint Policy
- Safeguarding and Child Protection Policy

Annex A – Drugs procedure



*Sanction in accordance with the Disciplinary Action section above and the Upper School Behaviour and Sanctions Policy.

Annex B - Supporting organisations

Organisation	Information	Website	Telephone
FRANK	National source of information and advice on drugs for young people and parents	www.talktofrank.com	0300 123 6600
West Sussex Young Persons Substance Misuse Service		wsypsms@cgl.org.uk	Advice line: 0300 303 8677 Text: 0777 933 9954
Addaction	UK's largest specialist drug and alcohol treatment charities.	www.addaction.org.uk	
ADFAM	Information to families of drug and alcohol users. The website has a database of local family support services.	admin@adfam.org.uk www.adfam.org.uk	020 7553 7640
National Children's Bureau	Promotes the interests and wellbeing of all children and young people across every aspect of their lives	www.ncb.org.uk	020 7843 6000
Smokefree	NHS Smoking Helpline	www.smokefree.nhs.uk	0800 169 0 169
Youth Offending Teams	Local Youth Offending Teams are local authority multiagency teams	www.gov.uk/youthoffending-team	
Drink Aware	An independent UKwide alcohol education charity	www.drinkaware.co.uk	