

TORMEAD

DRUG POLICY

This whole school policy also applies to the Early Years Foundation Stage

Definition

In this policy the word 'drug' is used to cover all substances that chemically affect the way the mind or body functions. These include over-the-counter and prescription medicines; legal substances such as alcohol, tobacco and e-cigarettes; illegal substances including new psychoactive substances; and any items purporting to be drugs or drug-related paraphernalia.

Drug Education

Aims

Drug education is a major component of drug prevention and aims to:

- minimise the number of young people engaging in drug use;
- delay or prevent the age of onset of first use;
- reduce the harm caused by drugs; and
- enable those who have concerns about drugs to seek help.

Drug education provides opportunities for girls 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.

To achieve this, Tormead's drug education programme will help the girls to:

- Gain knowledge and understanding about the effects, risks and dangers of drugs and correct myths and misunderstandings.
- Develop skills to make informed decisions, including communication, self-awareness, negotiation, finding information, help and advice, helping others and managing situations involving drugs.
- Develop skills to manage situations involving drugs, including assessing and avoiding risks, assertiveness and refusal skills and helping others.
- Explore their own and other people's attitudes to drugs, drug use and drug users, including challenging stereotypes and dispelling myths and exploring media and social influences.

Content

The drug education teaching programme is age-appropriate for each key stage.

Key Stage 1 focuses on medicines and how to be safe; being ill and getting better; being safe with household substances and risks.

Key Stage 2 focuses on effects and risks of smoking and alcohol; resisting peer pressure; and making safe decisions.

At Key Stage 3 girls are taught about the damaging effects of tobacco-smoking, vaping and alcohol. They also look at why people might use drugs, both legal and illegal and discuss peer pressure and making decisions about drugs.

At Key Stage 4 girls are taught about the effects of different stimulants and depressant upon the body and the long-term consequences of drug use, including addiction and withdrawal symptoms, as part of the Biology iGCSE course. In PSHE, girls again study the effects of both drugs and alcohol, including addiction to both and the link to serious mental health conditions. They also learn about the law as it pertains to various substances.

Management of Authorised Drugs on School Premises

Authorised drugs include prescribed and over the counter medicines.

Senior School

- In the Senior School all medication goes to the School Health Care Lead in the first instance; it is her responsibility to keep it securely in a locked cupboard and to ensure parental authority is in place to administer it. All medication should be administered by the Health Care Lead or the person providing cover in her absence.
- Pupils in the Senior School are responsible for their own asthma inhalers, adrenaline auto-injectors and insulin; however, the School Office will keep spares for each girl for use in the event of loss, damage or emergency.
- Emergency anaphylaxis and asthma kits are available in the School Office and the Wellbeing Centre Medical Room. These kits are to be used for girls with a medical diagnosis of asthma or allergy.
- The Health Care Lead may ask girls to show their spare emergency medications at any time.

Junior School

- In the Junior School all medication goes to the Junior School Office. No medication will be given without parental authority.
- Pupils in the Junior School may be responsible for their own asthma inhalers, adrenaline auto-injectors and insulin; when this is not appropriate due to the age of the pupil then these will be kept in the Junior School Staff Room, clearly labelled. The Junior School Office will keep spares for each girl for use in the event of loss, damage or emergency.
- Emergency anaphylaxis and asthma kits are available in the Junior School Office. These kits are to be used for girls with a medical diagnosis of asthma or allergy.
- The Health Care Lead may ask girls to show their spare emergency medications at any time.

Staff are required to keep personal medicines secure either by locking them away when not in use or keeping them on their person at all times.

Legal but Unauthorised Drugs

Alcohol

While the School may provide alcohol to adults on social occasions, drinking or possessing alcohol is forbidden for all pupils. An appropriate sanction will be given to any pupil caught either drinking, or in possession of, alcohol.

Inappropriate use of alcohol by an employee on school premises or during school hours will be treated as a disciplinary matter.

Tobacco and Electronic Cigarettes

Tormead operates a no smoking policy over the whole school site. No pupil or member of staff may smoke or use electronic cigarettes on school premises.

An appropriate sanction will be given to any pupil:

- in possession of cigarettes, electronic cigarettes, lighters or matches
- either smoking or using an electronic cigarette, lighter or matches on school premises

Smoking or the use of electronic cigarettes by an employee on school premises or during school hours will be treated as a disciplinary matter.

Other Substances

The Head reserves the right to issue sanctions to girls for the misuse of prescribed and over the counter drugs.

Illegal Drugs

No Tormead pupil or member of staff may bring illegal drugs, including new psychoactive substances, into school and/ or use illegal drugs on school premises.

All incidents must be reported to a member of the Executive Group (EG) immediately and information shared on a need to know basis. The Head will always be informed.

Where a pupil discloses to a member of staff that she is taking illegal drugs, or that she has brought such drugs onto the School premises, the teacher should make clear to the pupil that the information will be shared immediately with the Head.

The school will consider each incident individually. Any transgression of this policy will normally lead to permanent exclusion. The welfare of the pupil(s) will always be at the centre of any discussion but this will be balanced against the welfare of the school community. Should permanent exclusion be the sanction, the Head will offer support to the pupil and her family in an attempt to keep to a minimum the detrimental effects of her action.

- Parents/carers will be involved at an early stage and throughout any investigations.
- Support agencies will be involved, if appropriate
- Appropriate counselling and support will be available to those pupils deemed to be at risk.
- The police will be contacted in any case of the use of illegal substances.

Any employee of the School taking illegal drugs on school premises or during school hours or selling or buying such drugs or under the influence of illegal drugs during school hours will be dismissed immediately.

Search

For the good of the entire community, the school reserves the right to search a pupil's belongings or person if she is suspected of possessing illegal substances or any legal ones that should not be in school (for examples: tobacco, electronic cigarettes, alcohol). The search will normally be carried out by appropriate staff with another member of staff present, but there may be reasons where, for the best interest of the whole school community, this may not be possible.

When the Head has evidence to suggest there has been a drug-related incident (s)he will inform the Chair of Governors immediately and an investigation will be initiated.

Please refer to the Confiscation and Search Policy for further details.

Outside School

At the discretion of the Head, a sanction (including suspension and exclusion) may be given for any behaviour, either inside or outside School, which, following fair and thorough investigation, is:

- deemed inappropriate or unacceptable;
- or brings any member of the School and/ or the School itself into disrepute.

Other Policies

The School also has policies in related areas that should be read in conjunction with this one. They are:

- Behaviour Policy
- Confiscation and Search Policy
- First Aid Policy
- Safeguarding Policy
- Girls' Codes of Conduct
- Staff Code of Conduct (Employment Manual)

Date of Last Review: 16 March 2020

By Resolution of the Governing Body:

MRS R HARRIS
Chair of Governors

MRS C FOORD
Headmistress

7 April 2020