



<b>Policy Title</b>	Drug Misuse Policy
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### **Revisions Table**

<b>Version</b>	<b>Date</b>	<b>Description of Change</b>
Summer 2020	Summer 2020	Items amended: 1.3, 1.4, 4.2.6, 4.3, 4.4, 4.5, 5.1, 5.2.1, 5.2.2, 5.2.3, 5.3, 5.4.1, 6.1.3

The master copy of this document can be found on the FBS Google Drive, under the "Policies" folder. This is one of a number of policies that are reviewed by the Governing Body, the full list can be found on the FBS Google Drive in the Policies Folder. Minor revisions that just adjust factual items (eg contact details / names) can be made by the author without formal review, and must be recorded in the Revisions table above. Revisions table front sheet was added to all policies during policy review of Summer 2018.



# THE FULHAM BOYS SCHOOL

## DRUG MISUSE POLICY

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## **1. INTRODUCTION**

- 1.1 The Fulham Boys School condones neither the misuse of drugs and alcohol by members of the school, nor the illegal supply of these substances.
- 1.2 The possession and use of illegal or prescribed drugs in the School and on the School site is unacceptable.
- 1.3 The drugs covered in this policy are not permitted to be brought into the School, used, bought, sold or otherwise obtained on or near the School premises at any time during the School day, including when boys are on School visits or on their journey to/from school.
- 1.4 By drugs we mean psychotropic substances: they include those that are legal, such as alcohol, tobacco, eCigarettes/vapes, legal highs, solvents, over the counter and prescribed drugs, and illegal drugs such as, for example, cannabis, ecstasy, heroin, crack cocaine and LSD and methadone.
- 1.5 Unauthorised drugs have no place in the School and any authorised drugs that can legitimately be in the School are detailed in this policy.
- 1.6 The Fulham Boys School is committed to the health and safety of its members and will take action to safeguard their well-being.
- 1.7 The School acknowledges the importance of its pastoral role in the welfare of the boys in our care, and through the general ethos of the school, will seek to persuade boys in need of support to come forward.
- 1.8 The policy applies to all boys and adults working at or for the School. Individual exceptions may be made for boys who need to take prescribed medicines where appropriate.
- 1.9 The Executive Head takes overall responsibility for the policy, its implementation and liaison with the governors, parents and appropriate outside agencies.
- 1.10 The Fulham Boys School Drugs Misuse policy has been written with close reference and due regard to the DfE and ACPO Drug Advice for Schools (updated January 2012).

## **2. PRINCIPLES**

- 2.1 The Fulham Boys School will use this policy to:
- 2.1.1 provide clear guidelines for dealing with drug-related incidents in the school

2.1.2 ensure that the school adheres to the requirements of the law in dealing with such incidents

2.2 We will strive to maintain a safe, civilised environment, free from harmful and illegal drug activity by:

2.2.1 aiming to ensure the health, safety and welfare of all members of the School community. The school will take action in cases of the possession or misuse of drugs, including tobacco or misuse up to and including permanent exclusion to safeguard the wellbeing of all.

2.2.2 aiming to provide a supportive environment and well-structured procedure for any members of the School who may require intervention for drug use. Intervention may include management, education, advice and information and prevention work to reduce the potential for harm.

2.2.3 aiming to work with other local partners, such as other local schools and the police, to develop and share good practice in relation to drugs education.

### **3. GUIDELINES**

3.1 This policy not only considers such illegal substances as defined in the Misuse of Drugs Act but also considers the education and sanctions the school will undertake with regard to the supplying and use of solvents, legal highs, alcohol and tobacco.

3.2 Teachers are often described as being in loco parentis. This is usually defined as giving teachers the delegated authority to act as a wise, responsible and careful parent would.

3.3 In dealing with drug-related incidents the school has a duty of care to the “whole school body”. This includes students, employees and members of the public with a legitimate right to be on the school premises.

3.4 Under the Misuse of Drugs Act 1971 it is an offence to allow premises for which you are responsible to be used for smoking cannabis or opium, or the production or supply of controlled drugs.

3.5 The remit of this policy applies to conduct whilst on School premises, on journeys between school and home, on the bus, on the train, as well as on school visits, journeys and other activities, whether supervised by staff or not.

3.6 The bringing of any harmful or illegal substance or article on to school premises is a very serious offence which may result in permanent exclusion.

#### **4. DRUGS EDUCATION**

4.1 We will seek, through drugs education, to enable boys to make healthy and informed choices by providing opportunities for them to acquire the knowledge, understanding and skills they need to avoid misuse.

4.2 We will ensure the objectives of the drugs education curriculum are clear, namely:

4.2.1 To provide opportunities for all boys to acquire knowledge and understanding about drugs use and misuse through access to accurate information about substances.

4.2.2 To enable boys to make healthy, informed choices by increasing their knowledge, exploring their own attitudes and the attitudes of others as well as developing and practising skills in mediating peer pressure and managing situations involving drugs.

4.2.3 To increase understanding about the implications and possible consequences of drug use and misuse.

4.2.4 To promote a positive attitude to healthy lifestyles.

4.2.5 To enable our boys to identify sources of appropriate personal support.

4.2.6 To provide a structured, coherent and progressive programme that is delivered through PSHCE and the Science curriculum as part of our Health Education.

4.2.7 To develop a programme of regular INSET for all involved in the practical delivery of the policy.

4.3 The following steps may be taken to ensure that there is a whole School approach that encourages ownership and continued awareness amongst the boys and wider community:

4.3.1 Assembly topics.

4.3.2 Theatre or drama production.

4.3.3 Links with supporting agencies.

4.3.4 Entering national or global events, such as World AIDS Day, No Smoking Day, European Drugs

Prevention Week, etc.

4.3.5 School Health Days.

4.3.6 Use of notice-boards which are regularly updated with current information and sources of advice.

4.3.7 Parent / Carer workshops.

4.4 All matters relating to safeguarding (Child Protection) are confidential. Boys may confide in a member of staff concerning their personal problems. In such cases, staff should declare, in advance, a contract to the effect that they are only willing to accept such a confidence on condition that they are trusted to use the information given in the best interest of the boy. All safeguarding (child protection) concerns should be discussed with the Designated Safeguarding Lead (SJK or MB in his absence).

4.5 Drugs Education across the School is led by the school's PSHCE co-ordinator

## 5. SANCTIONS

5.1 The School has a clear code for dealing with any instances of substance misuse:

5.1.1 Possession or use of a harmful or illegal substance will be dealt with on a case by case basis. Sanctions may include fixed term exclusions or permanent exclusions depending on the nature of the reported incidents.

5.1.2 5.1.1 also applies to the possession or use of alcohol.

5.1.3 A first instance of possession with intent to supply or pass on, with or without payment, harmful or illegal substances will result in a permanent exclusion.

5.2 Discovery of an illegal substance procedures:

5.2.1 The discovery of an illegal substance should be reported immediately to the Headmaster who will contact the police and take appropriate action. *All of the subsequent procedures outlined below are dependent upon police advice and any intervention/steps they may take after being notified.*

5.2.2 Any boy suspected of being in possession of drugs must be spoken to and dealt with by a member of SLT with at least one other person present (if it is not practical for a member of SLT to speak to the boy first any initial conversations with the boy will be undertaken by a Head of House or member of the school's pastoral team).

5.2.3 Where the school feels it is necessary to search a pupil's possessions for an illegal/banned substance this search should be undertaken by a member of SLT and always with at least one other member of staff present to witness the search. Such searches should only be undertaken if the police are unable to undertake them on the school's behalf or they have advised that it is appropriate for school to undertake such a search. It is advised that this search involves looking through the pupils bags, blazer, lockers, getting the student to empty their pockets as well as remove shoes and socks.

5.2.4 If an illegal substance is found on school property (or whilst staff / boys are engaged in a school activity) the item(s), and associated equipment, will be secured, and preferably this should be witnessed.

5.2.5 Careful physical handling is recommended and protective gloves should be worn where necessary.

5.2.6 Statements must then be taken from the boy, and subsequently any other boys involved.

5.2.7 The school will co-operate fully with the police in any subsequent investigation

5.2.8 Parents will always be informed in cases of possession of illegal or unauthorised drugs in the school.

5.3 If a boy's unusual, irrational or inappropriate behaviour gives staff a strong suspicion that he is under the influence of an unauthorised / illegal substance, the headmaster will be notified and the police will be called. After contacting the police parents will be contacted to inform them of the situation and any steps being taken by the school and/or police. Any sanctions issued will be considered in line with 5.1.1

#### 5.4 Smoking:

- 5.4.1 Boys are not permitted to bring tobacco products or e-cigarettes/vapes into the School. Smoking tobacco or use of e-cigarettes/vapes by boys is not permitted on or around school grounds or when a boy is travelling to or from school.
- 5.4.2 If a boy is caught smoking, the following procedures and sanctions will apply:
  - 5.4.2.1 On the first occasion, the action is deemed to be Gross Misconduct and the boy will be placed in the Pupil Support Class (PSC) for one day by his Head of House. At this stage support will be offered to the boy through the School Nurse.
  - 5.4.2.2 On a second occasion, the student will be externally excluded and parents will be invited into the school to discuss the problem of persistent smoking.
  - 5.4.2.3 If a boy is caught smoking for a third time, he will be externally excluded. If a student repeatedly contravenes this policy a permanent exclusion may be considered.

### **6. DISCLOSURES/SUSPICION/RUMOUR/ALLEGATIONS**

#### 6.1 Disclosure:

- 6.1.1 If a boy makes a disclosure that he has been using drugs or misusing substances, the school will never promise confidentiality.
- 6.1.2 Disclosure usually indicates a need for help, and the boy needs to be made aware straight away that the school will need to talk to other adults who are able to help.
- 6.1.3 Such disclosures should be discussed with the Designated Safeguarding Lead (SJK) or MB in his absence before action is agreed.

#### 6.2 Warning signs in individuals:

- 6.2.1 Excessive spending or borrowing of money
- 6.2.2 Stealing from parents
- 6.2.3 Attendance pattern changes, or sudden unwillingness to participate in School activities
- 6.2.4 Unusual outbreaks of temper
- 6.2.5 Disregard for physical appearance
- 6.2.6 Lack of appetite
- 6.2.7 Being the subject of rumours
- 6.2.8 Dilated pupils
- 6.2.9 Lethargic / slow

#### 6.3 Warning signs in groups:

- 6.3.1 Being the subjects of rumours
- 6.3.2 Exchanging money / objects in suspicious circumstances
- 6.3.3 Talking to strangers
- 6.3.4 Talking to older boys outside school gates
- 6.3.5 Use of drugs slang

#### 6.4 Objects or signs which may indicate drug use:

- 6.4.1 Foil containers – perhaps discoloured by heat
- 6.4.2 Heat discoloured spoons
- 6.4.3 Plastic bags or butane gas containers
- 6.4.4 Hand rolled cigarettes
- 6.4.5 Cardboard or other tubes
- 6.4.6 Small bottles, pill boxes
- 6.4.7 Lighter fluid
- 6.4.8 Metal tins
- 6.4.9 Cigarette rolling papers with ripped packaging
- 6.4.10 Stamps or similar small items
- 6.4.11 An aromatic smell
- 6.4.12 Paper (2 inches square) folded to form a square
- 6.4.13 Cigarette lighters

6.5 The above lists of warning signs are offered to assist staff in their work. They are not, of course, in themselves, conclusive.

6.6 All suspicions must be reported to the Designated Safeguarding Lead (SJK) or Head Master as well as the student's Head of House who will consider appropriate action including contacting parents.

## **7 ACTION**

7.1 The management of drugs related incidents on the School site will take place as follows:

- 7.1.1 Any incident involving legal or illegal substances will be considered individually. A variety of responses will be necessary to deal with such incidents, up to and including permanent exclusion. However, any boy who brings drugs onto the School site will always be considered for permanent exclusion as a possible sanction.
- 7.1.2 The School will consider very carefully the implications of any action taken. In particular, the needs of the boy, those of the School community and the situation with regards to the law.
- 7.1.3 The School recognises the need to work in partnership with parents and will inform them immediately of any concerns that may arise in connection with any young person.
- 7.1.4 The School will actively work in co-operation with other agencies, e.g. the Youth Offending Team, School Nurse, Youth and Community Police Drugs Education Adviser and community groups as appropriate sources of support.
- 7.1.5 Staff who hear students talking about drug misuse will be expected to report it to the Designated Safeguarding Lead (SJK) or Head Master as well as the student's Head of House who will consider appropriate action including contacting parents. Staff should also ensure that the concern is logged on iSAMS Wellbeing Manager.

7.2 The procedures for an emergency apply when a boy or others are at immediate risk of harm. A person who is unconscious, having trouble breathing, seriously confused or disoriented, or who has taken a harmful toxic substance, should be responded to as an emergency.

7.3 A staff member's main responsibility is for any boy at immediate risk, but they need also to ensure the wellbeing and safety of others.

7.4 The School will always support a staff member's sensible judgement. Staff members should put into practice the School's First Aid procedures. **IF YOU ARE IN ANY DOUBT, CALL MEDICAL HELP!**

7.5 Always:

7.5.1 Assess the situation

7.5.2 If a medical emergency, send for a member of SLT and a first aider, who will co-ordinate medical help

7.6 Before assistance arrives:

7.6.1 If the boy is conscious:

7.6.1.1 Ask the boy what has happened and to identify any drug use

7.6.1.2 Collect any drug sample and any vomit for medical analysis

7.6.1.3 Do not induce vomiting

7.6.1.4 Keep the boy under observation, warm and quiet

7.6.2 If the boy is unconscious:

7.6.2.1 Ensure that the boy can breathe and place in recovery position

7.6.2.2 Do not move the boy if a fall is likely to have led to spinal or other serious injury, which may not be obvious

7.6.2.3 Do not give anything by mouth

7.6.2.4 Do not attempt to make the boy sit or stand

7.6.2.5 Do not leave the boy unattended or in the charge of another boy.

7.7 When medical help arrives pass on any information available, including vomit and any drug samples.

7.8 PLEASE COMPLETE AN ACCIDENT REPORT FORM AS SOON AS YOU HAVE DEALT WITH THE EMERGENCY. (Copies of this form are kept in reception).