

# Liverpool College

## Drug and Alcohol Education and Prevention Policy



### **Mission Statement**

*Liverpool College values the dignity of each individual and promotes the development of character and learning through a commitment to high standards within a caring community.*

### **Core Values**

**We recognise** that all pupils have different talents and strive to ensure that every pupil has an equal opportunity to find and develop the talents they do possess


**We believe** that the development of character, creativity, intellect and spirituality, are the primary aims of education.

**We work** together to create a happy and caring school community which is engaged in our local community and the wider world

**We pursue** high standards in every area of school life

*This is a whole college policy and applies to the Pre Preparatory, Preparatory and Senior School as well as the Boarding Halls and the Breakfast Club, after school clubs and the Young Explorers Holiday Club.*



Approved Date	20 <sup>th</sup> June 2017		
Review Date	20 <sup>th</sup> June 2019		
Signed Principal		Print name	Mr H Broekman

# **Liverpool College Drug Education and Prevention Policy**

## **Introduction**

The Governing Body is committed to ensuring that Liverpool College is a healthy school, free from the misuse of drugs, alcohol, tobacco and other substances. Illegal drugs should never be in school. Legal drugs are only allowed when they are medicines agreed by the Principal for use in school under the Administration of Medicines policy. We believe that it is the College's responsibility to educate our pupils and to help them develop into mature young people able to say no to drugs and other substances. This policy emphasises the College's pastoral role and proactive approach to drug education and its clear procedure for handling any incidents of drug misuse.

## **Roles and Responsibilities**

### **Governing Body**

- to approve and monitor the implementation of this policy.

### **Principal**

- to investigate any drugs related incident in accordance with the protocols outlined above.
- to inform the Governing Body and any relevant external organisations of drugs related incidents that have been investigated.
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### **Vice Principals**

- ensure that all staff and pupils are aware of the policy and its implications.
- ensure the training and support of staff.

### **Head of Schools**

- liaises with the nominated member of the Governing Body.
- liaises with the Local Authority's Drug Adviser and Merseyside Police as appropriate.
- coordinates any investigations..

### **NSI Coordinators**

- co-ordinates relevant drugs and alcohol education programme as part of the NSI programme.

### **All Staff**

- expected to know this policy and seek to obtain the relevant skills and knowledge to support the policy

## Definition

A drug is any substance which affects how a person thinks, feels or behaves (WHO). For the purpose of this document the term “**drugs and alcohol**” will be used to include, alcohol, tobacco, medicines (see also policy for Administration of Medicines), volatile substances, new psychoactive substances (so called legal highs) as well as illegal drugs.

Legal drugs that should not be in school include common ones such as:

- alcohol
- tobacco (including ecigarettes)
- solvents
- new psycho-active substances NPS (previously known as legal highs)
- over the counter drugs
- prescribed drugs (except those agreed by the Principal under the Administration of Medicines policy).

Illegal drugs which must never be in school include the following:

- CNS depressants, e.g. heroin
- CNS stimulants, e.g. crack/cocaine
- hallucinogens, e.g. LSD
- cannabis
- ecstasy

## Drugs Education

The Vice Principals will ensure that there is a planned drugs education programme, covering legal and illegal drugs, including alcohol and tobacco, as part of the NSI programme (and other appropriate areas of the curriculum e.g. Science).

The programme will:

- inform pupils about drugs and alcohol and their effects
- promote a positive attitude towards a healthy lifestyle
- increase pupils’ understanding of the health and social implications of the use and misuse of drugs, and alcohol
- inform pupils about the courses of action open to them if they or people they know become, or might become, involved in drugs activity
- inform pupils about support and resources available in school and outside school.

The detailed programme will be co-ordinated by the NSI Coordinators in consultation with relevant staff.

## Action to be taken in Incidents Involving Misuse of Drugs

It is vitally important that staff, pupils and parents should be clear about the action that will be taken in any drug related incident.

1. Staff should ensure that all cases of misuse of drugs, or suspected misuse, are reported to the appropriate Head of School. All confiscated substances must also be handed to the Head of School in the first instance. The Head of School must then report any instances to the Principal.
2. In a case where possession of a substance is suspected, staff must report this to the Head of School, who has the authority to search students’ bags and clothing.

3. In all instances involving substance misuse or supply, on the college premises, parents will be informed, and their co-operation sought.
4. If drugs, alcohol or tobacco are discovered on a school visit or trip, the member of staff in charge of the party should use their discretion on the appropriate action at the time, and should inform parents and the Head of School as soon as is reasonably practical. Normal procedures will be followed once the pupil returns to school. In some circumstances the pupil may need to return from the visit immediately, in which case parent's co-operation will be sought.
5. The College will consider each drug incident separately and judge the appropriate response, bearing in mind the circumstances of the case, and the need to balance the interests of the pupil, other members of the school and the wider community.
6. The Governing Body believe that it is essential that parents and pupils are clear about the normal sanction that will be applied in particular instances, as follows:

### **Supply of legal and illegal drugs**

- A pupil who supplies any drugs or other substances (whether legal or illegal, and regardless of the seriousness of the use) on the school premises will normally be permanently excluded **for a first offence**

'Supply' includes retailing drugs on the premises, communicating with a drug dealer on behalf of another pupil of the school, introducing fellow pupils to a drug dealer, and any other instance of procuring legal or illegal drugs for him/herself or other pupils.

'Supply' includes supplying for money or free-of-charge.

In the case of the supply of a drug which is legal (including over-the-counter drugs) the Principal will assess the seriousness of the incident before deciding on the appropriate action, which may include exclusion either permanently or for a fixed period. The Police will usually be informed.

Before making a decision on exclusion the Principal will ensure that a thorough investigation has been carried out.

### **Possession of legal and illegal drugs**

- A pupil who has any legal or illegal drugs, including alcohol and cigarettes, in his/her possession will normally be excluded for a fixed period **for a first offence**, to be determined by the Principal, after considering all the circumstances of the case. Possession of drugs may lead to permanent exclusion.
- For a **second offence** the Principal will determine whether a further fixed- term exclusion is appropriate, or whether it is appropriate to exclude permanently. In coming to a decision the Principal will take into account any medical/police/social service/ drug adviser reports that may be available, and consider whether further counselling is appropriate. Where the Principal is contemplating exclusion for a drug-related offence he will consult the Head of School and Nominated Governor, and take any other advice he deems appropriate.
- The Principal will also determine what counselling needs to be provided and/or other action needs to be taken during or after the exclusion.

## **Offences outside the School**

Pupils whose conduct in regard to drugs and illegal substances outside of school has brought them in contact with the police or whose conduct has damaged the reputation of the College may be permanently excluded depending on the seriousness of their involvement and the degree of damage to the College's reputation.

## **Boarders**

No smoking and the consumption of alcohol or possession of drugs is not allowed at any time in the school boarding halls or their grounds, which are included within the Smoke Free Policy.

## **Involvement of the Police and other agencies**

Although there is no legal duty to inform the police of any drug incident in the school, Governing Body policy is that the Principal will determine whether to inform the police and/or social services. The Governing Body cannot knowingly allow the premises to be used for the production or supply of any controlled drug, or the preparation or smoking of cannabis or opium. Where the school suspects that drugs are being sold on the premises, all relevant suspicions and information will be passed to the police.

## **Possible Signs**

Pupils who are involved in drug and substance abuse may show changes in behaviour, such as becoming withdrawn, lethargic and lacking in motivation. They may show changes in their work patterns, may lack concentration, be repeatedly late or even truant from school. The college will always investigate any rumours or suspicions of drug misuse in an appropriate manner.

## **Advice to staff dealing with a person who is suspected to be under the influence of a drug or alcohol:**

The paramount concern of the college will be the safety and well-being of all pupils. If necessary, the incident should be dealt with as a medical emergency, administering First Aid and summoning appropriate support. Depending on the circumstances, parents or the police may need to be contacted. If the child is felt to be at risk, the Safeguarding Policy will come into effect. The following guidelines should be followed:

- Stay calm
- Check the safety of the abuser and if necessary call 999, emergency services. If the abuser is not in immediate danger, call for a first aider.
- Place in recovery position if appropriate, and check airways.
- Remain with the pupil, if possible, particularly if intoxicated or unconscious
- Collect any obvious evidence of what has been taken
- Make a clear record of what has been discovered and observed
- Inform the Head of School, who will investigate further

## **Related Policies**

HS06 Smoke Free  
PD07 Behaviour Management  
CP01 Safe guarding and Protection  
TL02 Curriculum  
PD08 Exclusions  
HS04 Supporting Children with Medical Conditions  
PD09 Searching pupils



## References

Drugs, Guidance in Schools DFE (2004)

AFDAM 020 7553 7640 [www.adfam.org.uk](http://www.adfam.org.uk)  
*Information for families of drug users, website has a database of local family support services*

Drug Concern 0845 1203745  
*Helpline for parents concerned about drug abuse*

FRANK [www.talktofrank.com](http://www.talktofrank.com)  
*The National drug awareness campaign 24 hour helpline 0800 776600*

Parentline Plus [www.parentlineplus.org.uk](http://www.parentlineplus.org.uk)  
*Support and information for parents*

Think About Drink [www.wrecked.co.uk](http://www.wrecked.co.uk)  
*Information on alcohol for young people*

Addaction [www.addaction.co.uk](http://www.addaction.co.uk)  
*Information and advice on drug addiction*

Home Office Statistical Bulletin <http://www.homeoffice.gov.uk>  
*British Crime Survey*

## Government Policy

Department of Health (2011) *Healthy lives, healthy people: a tobacco control plan for England*  
<https://www.gov.uk/government/publications/the-tobacco-control-plan-for-england>

Department of Health (2012) *The Government's Alcohol Strategy*  
<https://www.gov.uk/government/publications/alcohol-strategy>

Department of Health (2010) *Drug Strategy: reducing demand, restricting supply, building recovery*  
<https://www.gov.uk/government/publications/drug-strategy-2010--2>