

GLC Anti-Drugs Policy

This Policy was ratified by the Board of Directors on :	Spring 2022
This Policy will be reviewed on :	Spring 2025

GLC Mission Statement

The GLC's mission is to develop active and thriving citizens within a diverse, truly fair and equal community.

This will be achieved through:

- High quality teaching that deliberately develops competencies of curiosity, creativity, communication and critical-thinking;
- An inspiring and meaningful curriculum;
- The development of productive relationships by instilling the values of compassion, resilience, responsibility and aspiration to prepare our young people for learning and life;
- A commitment to the wellbeing of our staff;
- A culture of professional generosity, collaboration, challenge and support throughout the GLC;
- The development of effective external partnerships for the benefit and wellbeing of our community.

Equalities Statement

The GLC's commitment to equality is enshrined in our mission statement to develop 'active and thriving citizens within a diverse, truly fair and equal community'.

We are a vibrant, innovative and successful organisation: we work hard to be the place of choice to work and to learn. Across the 5 academies of the GLC, we pledge that everyone enjoys an equality of opportunity. We work tirelessly to ensure that individual characteristics including age, ethnicity, socio-economic background, academic ability, disability, gender, religious beliefs, sexual orientation are not discriminated against in any way. We create inclusive environments characterised by mutual respect where difference is celebrated.

The GLC Anti-Drugs Policy

Introduction

- These procedures relate to the GLC Anti-Drugs Policy and set out how each GLC Academy will respond to drug/substance abuse.
- The GLC is aware that drugs may play a part in the lives of many families and that experimentation is a feature of many young people's lives.
- It is the responsibility of the GLC to attempt to safeguard students from the dangers of drug/substance abuse and to play a role in helping those who misuse drugs.
- The GLC has a proactive approach to drug education and provides a clear view on handling the incidence of drug use on any of the GLC's premises.
- Everyone in the GLC should be aware of the Drugs Policy and associated procedures and commit to the idea that

The Gateway Learning Community is a Drug Free Zone

Policy Aims

The aim of this policy is to acknowledge and clarify the GLC's role in drug prevention and education and ensure it is appropriate to students' needs. The policy provides information and guidance about drug education, as well as procedures to respond to any drug-related incident, for students, teachers, support-staff and outside agencies or individuals.

The policy aims to ensure that the approach taken on the issue of drugs is a whole-school one [or cross the GLC if appropriate] and is part of our commitment to and concern for the health and well-being of the GLC community. Teachers will need to be confident and skilled to teach drug education and students need to receive up to date, relevant and accurate information as well as support.

This policy aims to make clear procedures for responding to and managing drug-related incidents. Sanctions for incidents will be consistent with the GLC's behaviour policy. This policy applies at all times to any GLC premises, school transport as well as academy visits / trips / residential etc.

Definition: "Drugs" are taken here to mean those that are legal, such as alcohol, tobacco and solvents, over the counter and prescribed drugs, and illegal drugs such as cannabis, ecstasy, amphetamines, heroin, crack/cocaine, LSD, Novel Psychoactive Substances (NPS) and any other substances covered by the 1971 misuse of drugs act; psychoactive substances act 2016, or that is subject to a temporary class drug order(TCDO). The school prohibits all substances having psychoactive effects on the brain: depressants, stimulants, cannabinoids, and hallucinogens.

The GLC believes that the possession and or use of such drugs in any of our academies during the school day or while travelling to / from school is inappropriate. The drugs / substances covered by this policy are not to be bought, sold or otherwise exchanged or brought onto GLC premises during the school day, or while students are on school visits. Individual exceptions may be made for students who require prescription medicines where appropriate.

Drug Education:

The GLC provides a planned drug education curriculum through the following: The National Curriculum science order outlines the content of the statutory drugs education:

- In Key Stage 1, pupils are taught that some drugs are helpful and some are harmful. Pupils are encouraged to develop an awareness of why we take helpful drugs.
- In Key Stage 2, pupils learn the difference between legal and illegal drugs and their effects and risks.
- In Key Stage 3, students will be taught that abuse of alcohol, solvents, tobacco and other drugs affects health; that the body's natural defences may be enhanced by immunisation and medicines; and how smoking affects lung structure and gas exchange
- In Key Stage 4, students will be taught the effects of solvents, tobacco, alcohol and other drugs on body functions

Other discretionary topics will be delivered through PSHE and by outside agencies as necessary and will reflect knowledge, understanding, attitudes and social skills that will:

enable young people to make healthy, informed choices

- Promote positive attitudes to healthy lifestyles
- Provide accurate information about substances
- Increase understanding about the implications and possible consequences of use and misuse
- Widen understanding about related health and social issues
- Enable young people to identify sources of appropriate advice and personal support

Teachers will have access to on-going advice, support and training as part of their own professional development. The GLC actively cooperates with agencies such as the LA, police, health and drug agencies.

Statutory duties:

The CEO takes responsibility for the policy whilst the Head of School of each GLC academy is responsible for its implementation. Each Head of School will ensure that all staff dealing with substance issues are adequately supported and trained.

Roles and responsibilities

Each GLC Head of School will ensure that:

- A senior member of staff is appointed to have general responsibility for handling the daily implementation of this policy;
- This will include the implementation of a drugs education programme [within the appropriate areas of the curriculum] that reflects knowledge, understanding, attitudes and personal and social skills needed to make important decisions concerning drugs and their use;
- Staff delivering the programme are provided with training and guidance developing their confidence and skills to deliver drug education;
- All staff are aware of the procedures for dealing with drug related incidents;
- Students are aware of the GLC rules on drugs and consequences of actions;
- Students that have a concern about drugs are provided with support from the relevant agencies;
- Sanctions for drug related incidents are consistent with all other GLC policies;
- The GLC actively encourages a multi-agency approach to drug use/abuse and the related drug education programme including co-operating with other agencies such as community police, social services, health and drug agencies;
- Given parental support, appropriate counselling and help will be offered to students who are misusing drugs in their life outside school, via the pastoral support system in each GLC Academy.

Designated Co-Ordinator for Drug Related Incidents

- The designated co-ordinator for drug related incidents will be also be responsible for child protection [i.e. the DSL]. .

All Staff, where appropriate, are expected to:

- Report incidents of drug use/misuse to the designated member of staff.
- Implement the drug education programme and attend associated training.
- Enable all students to make healthy informed choices, explore their own and others' attitudes, resist peer group pressure and develop ideas to help friends and relatives who may need help with drug related issues.
- Promote positive attitudes towards healthy lifestyles.
- Provide accurate information about substances or refer the students to relevant sources.
- Widen their own and students understanding of related health and social issues.
- Enable students to identify sources of appropriate support.

Students will be expected to:

- Follow the GLC rules.
- Alert staff to any drug related incidents on or around any GLC sites.

Parents will be encouraged to:

- Support the GLC's approach to drugs education.
- Work in partnership with the GLC to overcome use and abuse of drugs.

The Board of Directors and Local Governing Body will:

Ensure that its members are well informed about the drug education programme, the potential for drug abuse and how to respond to drug related incidents.

Arrangements for Monitoring and Evaluation

The Head of School of each GLC Academy will report once a year on the programme for drug education, the number and nature of any drug related incidents and their outcomes.

Confidentiality

- Information relating to any students or students involved in drug use or misuse will follow the same procedure as for other sensitive information and in-line with the GLC's GDPR policies. The Head of School will be informed of all incidents, confidentiality will be maintained where possible at all times.
- Students in the GLC 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.

Procedures

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

- When dealing with any incident staff should consider in priority
 1. Medical support- immediate first aid if required then appropriate referral to the Health Service.
 2. Inform the responsible member of staff
 3. Give immediate safety/welfare support; ascertain if the pupil is at risk from own or others behaviour.
 4. Communication with parents
 5. Discipline- only if appropriate (including liaising with the police if appropriate). Otherwise counselling and guidance.
- All Staff should remain vigilant for signs of drug misuse on and around any of the GLC Sites.
- Any use of illegal drugs, the actual supply of (or offer to supply) illegal drugs or any other drug related incident on the GLC premises, or on Academy trips will always be reported to the police.
- As a general principle, parents/guardians will be notified of the GLC's concern over a drug related incident. An exception to this is when the Head of School or Vice Head of School feels that the welfare of the pupil involved would be placed in greater jeopardy by this action.
- The child protection measures will then be invoked.

Incident Management

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 pupil is at risk.

The Head of School will normally inform parents if there are allegations or suspicions of drug abuse emanating from staff or students, unless the grounds seem very slim. It may be appropriate to point out that these allegations are being relayed 'as a matter of report than of accusation'.

Suspicion or accusations of drug possession on Academy premises must be brought to the attention of the Head of School who will co-ordinate the investigation. The DfE and ACPO Drug Advice for Schools document offers useful guidance on this. In carrying out the investigation, it is important to note that:

- A pupil should be reminded of the importance of co-operation with the Academy
- Two staff should be present [except for preliminary investigations] and careful written records kept
- The pupil should be asked whether they are in possession of drugs. If they say 'no' they should be invited to co-operate by turning out their pockets and handing over their bag to be searched. Guidance on searching with and without consent can be found on the GLC website]. Students may also be asked to unlock their locker and the Academy can search this without the pupil's consent if necessary.
- If the pupil refuses to co-operate, a decision must be made as to whether to release him/her or whether to ask parents to come to school and use their authority to ensure co-operation. If a personal search is unavoidable it may be appropriate to contact the police and request this.
- Any pupil who is in possession of drugs is likely to try and 'dump' them surreptitiously. Teachers need to be aware of this and to keep a watchful eye. The request to 'go to the toilet' is one obvious ploy. Teachers also need to be aware that students, even if 'isolated', may communicate by text message/mobile phone.
- Any drugs confiscated from students will be given to the police for disposal as soon as possible.
- Whether or not drugs are found, parents must be informed of the Academy's investigation.
- There is no legal obligation to inform the police, but it is the GLC's policy to do so except in exceptional circumstances.
- The GLC cannot knowingly allow its premises to be used for the production or supply or consumption of any controlled drug. If it is suspected that substances are being regularly exchanged

or sold on the premises, details regarding those involved, with as much information as possible, may be passed to the Police Liaison Officer together with a request for a police investigation.

- The Head of School of each GLC Academy will inform the CEO about substantive drugs investigations.

Medical Emergencies

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

The main responsibility is for the pupil at immediate risk, but you also need to ensure the well-being and safety of others. Put into practice the GLC's first-aid procedures. If in any doubt, call medical help.

Always:

- Assess the situation
- If a medical emergency, send for medical help and ambulance

Before assistance arrives:

1. If the person is conscious:

- Ask them what has happened and to identify any drug used
- Collect any drug sample and vomit for medical analysis
- Do not induce vomiting
- Do not chase or over-excite them if intoxicated from inhaling a volatile substance
- keep them under observation, warm and quiet

2. If the person is unconscious:

- Ensure that they can breathe and place in the recovery position
- Do not move them if a fall is likely to have led to spinal or other serious injury which may not be obvious
- Do not give them anything by mouth
- Do not attempt to make them sit or stand
- Do not leave them unattended or in charge of another pupil
- Notify parents/carers

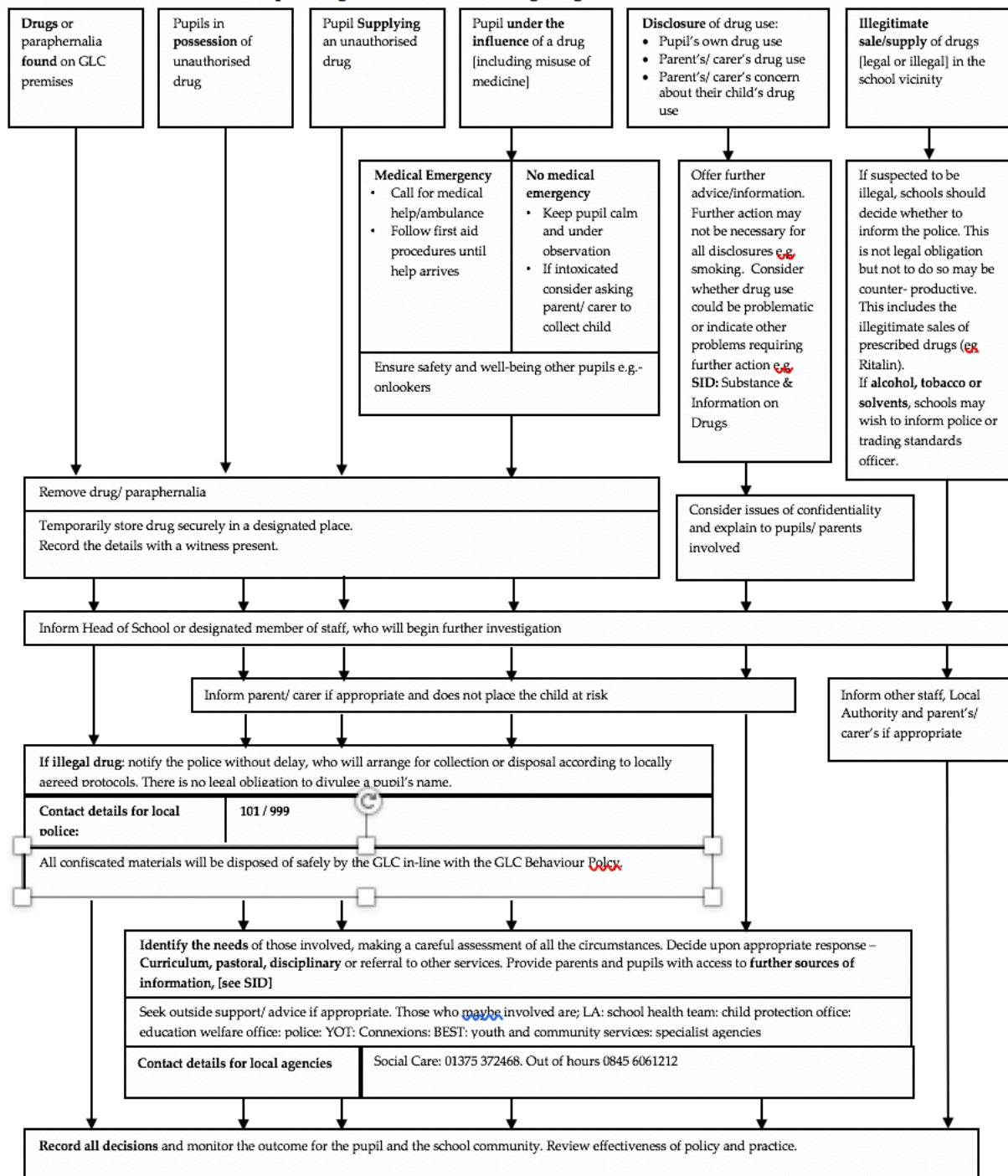
3. For needle stick [sharps] injuries:

- Encourage wound to bleed. Do not suck. Wash with soap and water. Dry and apply waterproof dressing
- If used/dirty needle seek advice from a doctor

4. When medical help arrives

- Pass on any information available, including vomit and any drug samples. Complete a medical record form as soon as you have dealt with the emergency.

Responding to incidents involving drugs



Monitoring and Recording

All drugs related incidents will be recorded and kept by the responsible member of staff in a confidential place. No entry will be made to any pupil's record until all evidence is gathered and corroborated.

Each GLC Academy will follow up drug related incidents to monitor progress.

Discipline

Students should be aware that the GLC will endeavour to support any one who voluntarily seeks its help with drug related problems.

Students also need to be aware that bringing drugs onto a GLC site or on an academy visit for any purpose will be dealt with in accordance with the GLC Behaviour Policies.

As a general principle, any pupil involved in any form of drug related incident will normally be fixed term excluded from their academy whilst a thorough investigation takes place. During, or immediately following this period, a decision will be made on the most appropriate following action.

This may involve further exclusion. For those who are found dealing in drugs on any GLC site a permanent exclusion will be the sanction.

Any pupil:

- Who brings drugs to a GLC Academy, and/or is otherwise involved in any form of drug related incident, will be disciplined and their parents/guardian informed.
- Who knowingly brings illegal drugs onto a GLC Academy site will be reported to the Police.
- Found in possession of, or known to have handled, illegal drugs will be reported to the Police. (Unless in exceptional circumstances; eg where it has been proved that a pupil has been coerced or bullied into carrying a substance)

The Academy reserves the right to exclude permanently students who:

- Persistently place themselves, other students or staff at risk through their drug taking activities
- Sell drugs to other students on a GLC Academy site, its local environment, home to Academy transport or Academy excursions
- Coerce other students to take drugs by threat or other persuasive activity

Media

Any media involvement will be dealt with by the Head of School or a delegated member of staff.

Policy Review

This policy and procedures will be reviewed every two years but may also be reviewed more frequently in light of new legislation or an incident that may occur related to drugs.

The updated policy will be ratified by the GLC Board of Directors.

Useful Organisations

Addaction is one of the UK's largest specialist drug and alcohol treatment charities. As well as adult services, they provide services specifically tailored to the needs of young people and their parents. The Skills for Life project supports young people with drug misusing parents.

Website: www.addaction.org.uk

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services.

Tel: 020 7553 7640 Email: admin@adfam.org.uk Website: www.adfam.org.uk

Alcohol Concern works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems.

Tel: 020 7264 0510. Email: contact@alcoholconcern.org.uk

Website: www.alcoholconcern.org.uk

ASH (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco. Tel: 020 7739 5902 Email: enquiries@ash.org.uk Website: www.ash.org.uk

Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people.

Tel: 01206 877910 Email: clc@essex.ac.uk Website: www.childrenslegalcentre.com

Children's Rights Alliance for England - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child.

Email: info@crae.org.uk Website: www.crae.org.uk

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm.

Tel: 020 7307 7450 Website: www.drinkaware.co.uk/

Drinkline - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking.

Tel: 0800 917 8282 (lines are open 24 hours a day)

Drug Education Forum – this website contains a number of useful papers and briefing sheets for use by practitioners:

Website: <http://www.drugeducationforum.com/>

DrugScope is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service. DrugScope also hosts the Drug Education Practitioners Forum.

Tel: 020 7520 7550 Email: info@drugscope.org.uk Website: www.drugscope.org.uk

FRANK is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs.

24 Hour Helpline: 0800 776600 Email: frank@talktofrank.com Website: www.talktofrank.com

Schools can receive free FRANK resource materials, updates and newsletters by registering at <http://ddshl.broadssystem.com/freeleaflets.aspx>

Mentor UK is a non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives.

Tel: 020 7739 8494. Email admin@mentoruk.org Website: www.mentoruk.org.uk

National Children's Bureau promotes the interests and well-being of all children and young people across every aspect of their lives.

Tel: 020 7843 6000 Website: www.ncb.org.uk

Family Lives - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects.

Tel: 0800 800 2222 Website: <http://familylives.org.uk/>

Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse)

A national charity providing information for teachers, other professionals, parents and young people.

Tel: 01785 817885 Information line: 01785 810762

Email: information@re-solv.org Website: www.re-solv.org

Smokefree - NHS Smoking Helpline: 0800 169 0 169

Website: <http://smokefree.nhs.uk>

Stars National Initiative offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse.

Website: www.starsnationalinitiative.org.uk

Directgov Young People can help young people with information and advice on issues relating to health, housing, relationships with family and friends, career and educational options, money, as well as helping young people find out about activities they can get involved in.

Website: <http://www.direct.gov.uk/en/YoungPeople/index.htm>

Youth Offending Teams – Local Youth Offending Teams are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to [prevent offending by young people under the age of 18.

Website: <http://www.justice.gov.uk/global/contacts/yjb/yots/index.htm>