



# NORTH LIVERPOOL ACADEMY

## MISUSE OF DRUGS AND ALCOHOL POLICY

### Rationale

We believe that all pupils and their parents/guardians together with all staff, for their own welfare and/or the welfare of those in their care, be aware of North Liverpool Academy's policy on drugs and alcohol and also be aware of the appropriate procedures to be adopted as necessary.

### Purposes

1. To provide all pupils, their parents/guardians and staff with a clear framework within which to work when dealing with matters relating to drugs in Academy.
2. To inform all pupils, their parents/guardians, staff and other interested bodies that this policy exists.
3. To act as a resource for pupils with drug-related problems.

### The Policy.

It is designed to be supportive of all parties by

- a) Giving information about substance misuse and how help can be sought and students and the parents supported
- b) Being clear about the consequences of substance misuse in the context of the Academy community.

The general principles the Governing Body used to construct this policy to tackle drug abuse:

- Children should be equipped to make their own decisions.
- Drugs should be discussed in the context of health education and national curriculum science.
- The Academy's pastoral system should support students and their parents.
- Academy's need to balance the need for decisive action with the need to dispense natural justice. The Academy investigates thoroughly an incident and only acts on the balance of probability.

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- Academy's should work with parents and the community.
- Incidents on the Academy site should be monitored.

The parents who helped us were most concerned that students should be aware that this policy is similar to that in most places of employment. Staff of the Academy are bound by the same rules. [There is a separate policy for staff]

The outcomes of the policy follow a similar pattern to most of our Personal Social Moral and Citizenship education

- The giving of information:
  - How it affects me
  - How my behaviour affects others
  - What choices can I make?
  - What are the consequences of these choices?
  - Who is there to help me?

### The Policy

1. No drug, volatile substance, alcohol or cigarettes may be brought into the Academy without its knowledge or approval by the Principal.
2. It is the policy of the Academy not to admit pupils onto the Academy roll who are known to have a previous history of dealing/possession/use of illegal drugs.
3. The possession, use and/or dealing of illegal drugs on Academy premises is against the law and the ethos of Academy and its Code of Conduct and, as such, will be treated as a most serious matter. Following thorough investigation the Principal will exclude from Academy permanently any pupil who is found in possession of an illegal drug, sells or purchases the drug or uses it, and will involve the Police.
4. The possession and/passing or selling of alcohol on Academy premises is against the ethos of Academy and its Code of Conduct and, as such, will be treated as a most serious matter. Following thorough investigation of the incident the Principal *will* exclude from Academy permanently any

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pupil who is found in possession of alcohol or who sells, purchases it or uses it.

5. Staff who know of pupils dealing in illegal drugs or prescription drugs in Academy have a legal obligation to take action and should, in the first instance, inform the Director of Inclusion or another member of the Senior Management Team. A referral form should be completed immediately by the member of staff. Principal will also be informed of such cases as soon as possible. Staff should not attempt to involve themselves in discussions with pupils who are known to be dealing/using drugs and, under no circumstances should staff assure such a pupil of confidentiality as there may be Child Protection issues involved.
6. Should any member of staff become aware of or concerned about Academy pupils being involved in dealing/possession of illegal drugs, prescription drugs or volatile substances/alcohol abuse outside Academy they have an obligation to bring the matter to the attention of the Senior Leadership team.
7. If a pupil is found to be in possession of an illegal drug, prescription drug or volatile substance in Academy, the Director of Inclusion or another member of the Senior Leadership Team, should be informed and the substance should be handed over immediately to that person. A referral form should be completed immediately by the member of staff.
8. If a pupil is found to be in possession of, dealing or using illegal drugs, alcohol prescription drugs or volatile substances whilst on a Academy trip, the Principal should be contacted, or whoever the emergency contact is, and advice sought. *See Note (1)*
9. Staff, especially Midday Supervisors, cleaners and caretakers, who find syringes and/or needles on the premises should contact the Buildings and Site Manager, or another member of the Senior Leadership Team, who will arrange for their safe disposal. Staff should not attempt to pick such items up, but should ensure that until the safe disposal has taken place the area is kept clear of all staff/pupils. Disposal Policy which will be confidential. *See Note (2)*
10. Pupils who bring tobacco, lighters and matches and those who smoke on the Academy premises will be referred to their Head of House who will report the matter to the Inclusion manager who will take the appropriate action.

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11. Pupils or their parents who seek help with a drug-related or alcohol problem which does not involve the possession/dealing or using of drugs or alcohol in Academy will be given every assistance and put in contact with the appropriate agency. Education, counselling and prevention will continue to be an integral part of the drugs/alcohol awareness programme.
  
12. There is a separate “use of medicine at Academy” policy.

### Conclusion

It is important that as an organisation involved with children we accept the responsibility of dealing with drug-related and alcohol-related issues according to a clearly defined course of action as outlined above.

*Note (1) Parents sign forms before students go on trips or visits in which they agree to pay for the students immediate return should there be any serious incidents of bad behaviour or breach of Academy code of conduct.*

### Zero Tolerance

There is a policy of ‘zero tolerance’ of drugs brought into Academy.

“Where else do you draw the line”

“Three strikes means you are condoning the bringing in of substances to Academy and that the student must be more careful not to get caught”

This was tempered by the need for justice and fairness. The Academy thoroughly investigates any incident – the students are suspended in the first instance until information is gathered and the findings presented to the Principal to ensure that the correct decision is made.

### Publication to Students and Parents

This policy is published twice a year – once in the summer term and once in the autumn term as part of the newsletter.

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All parents are given a copy when the student enrolls.

Students have regular assemblies on the policy.

Academy is a non-smoking Academy. There is no provision made for smokers.

Alcohol is not allowed in Academy during the Academy day. It is allowed with permission of the Principal for occasional social events for parents and their children in order to model the sensible use of alcohol.

*Endorsed at Full Governing Body Meeting on the*

Review Date:

### COMMENTARY

#### Alcohol

There appears to be an issue with alcohol misuse by the students outside Academy.

The Academy now being aware of this will make even greater provision for information about the alcohol use and misuse for the students.

#### Young People and Drug Use

More young people are using drugs nowadays. The Institute for the Study of Drugs Dependence (ISDD) reports that:

- 3% of 12 and 13 year olds have taken an illegal drug
- 14% of 14 and 15 year olds have taken an illegal drug

Other studies have found higher levels of use.

A recent Mori survey for Health Education Authority found that by age 15:

- 16% of boys had tried cannabis
- 14% of girls had tried cannabis
- 18% of 15 year old boys claim to have been offered a Class A drug (Class A includes LSD and Ecstasy)

A Home Office study published in 1993 found that:

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- more than a quarter of people aged 16 – 29 had tried illegal drugs
- a third of young men aged 16 – 19 had tried drugs.

In every secondary School in the country, therefore, there will be many pupils with experiences of illegal drugs. Some primary schools will have pupils who have tried illegal drugs – and many more who know something about them. Still, it is important to realise that most people don't try illegal drugs and, even if they do, most use them only experimentally – and most of those who use drugs regularly do so only for a relatively short time and they don't suffer any lasting long-term effects.

The misuse of volatile substances (glues, gas and aerosols) has claimed many lives but, thankfully, misuse may now be decreasing. The number of sniffing related deaths declined from a high of 151 in 1990 (almost three deaths a week) to 79 in 1992. Nevertheless, the 1992 British Crime Survey found that 6% of the 16 -19 age group had tried them. Experimental sniffing is a particular worry since sniffing can be fatal at the first attempt.

Arguably, bigger problems arise from the effects of the legal drugs.

- 10% of boys and 13% of girls in the 11 – 15 age range are regular smokers
- 12% of 11 – 15 year olds are regular drinkers.

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### What Are Drugs?

Tobacco, alcoholic drinks and even coffee and tea all contain drugs. Medicinal drugs are prescribed by doctors and some drugs can be bought over the counter in chemist's shops. Other medicinal drugs (such as aspirin) are readily available in supermarkets and corner shops. But when people talk about drugs they mostly mean 'controlled drugs', that is drugs that are illegal to use.

<b>Controlled Drugs</b>	The law divides controlled drugs into three categories (Classes A, B and C) carrying different penalties for possession and supply.
<b>Class A Drugs</b>	Including heroin, cocaine and crack, LSD, Ecstasy and magic mushrooms (when prepared) carry the most severe penalty.
<b>Class B Drugs</b>	Including cannabis, amphetamines and barbiturates
<b>Class C Drugs</b>	Including certain sedatives and anti-depressants when not obtained on prescription, for example – Diazepam.
<b>Solvents</b>	Possession of sniffable products obviously cannot be illegal, as many substances that are misused are everyday household products. Neither is sniffing itself illegal. But the supply of sniffable products to young people under the age of 18, where there is reason to believe the products are going to be used to achieve intoxication, is illegal.
<b>Tobacco</b>	Smoking is not illegal at any age, but it is illegal to sell tobacco to young people under the age of 16. Under sixteens can have their tobacco confiscated by a uniformed police officer or park keeper.
<b>Alcohol</b>	It is illegal to give alcohol to a child under 5. Young people can go into a pub at age 14, but it is illegal to sell alcohol to anyone under 18 unless in a restaurant with a meal.
<b>Anabolic Steroids</b>	It is an offence to supply anabolic steroids but not to possess them. Other drugs which are abused in sport are banned under international Olympic Committee rules
<b>Medicines</b>	Therapeutic medicines are controlled in three categories:  (i) <b>General List</b> – which can be sold anywhere  (ii) <b>Pharmacy Medicines List</b> – which can only be sold in chemists' shops with the pharmacist present

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### (iii) Prescription only drugs

#### Handling Drug-Related Incidents In The Academy

- Pupils, teachers and support staff should be aware of the law on drugs and alert to the warning signs that may indicate drug misuse.
- Procedures for dealing with drug-related medical emergencies are in place.
- Pastoral care should be available for students and the Academy will co-operate with local agencies in providing help for students who need it.
- It may be necessary for caretaking staff to check the Academy grounds for discarded needles.
- Governing body recognises its legal responsibilities relating to what happens on premises for which they are responsible. This includes responsibility for health and safety, including the safe storage of potentially sniffable chemicals such as cleaning agents, and how visitors to the Academy behave.
- The Governors recognise the Academy's role in informing parents about drugs and enlisting their support in effective prevention strategies.
- The Academy is part of the community and as the DfEE Circular points out 'effective networking is particularly valuable in drug prevention strategies'.
- The Academy nurse is available for Drug, tobacco and alcohol counselling. Parents should note that this is a strictly confidential service that the Health Service offers.

#### Drugs Education in the Academy Curriculum

Drug education in Academy is a vital part of the way we can help young people make health choices and is thus part of drugs prevention.

We have a coherent programme of drug education across the curriculum, and we teach about drugs as part of an integrated programme of health education spanning KS 3 and 4. To single out drug education for separate treatment may risk glamorising the subject or losing opportunities to reinforce wider messages about healthy lifestyles. It emphasises three principles:

- To give pupils the facts

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- To emphasise the benefits of a healthy lifestyle
- To give young people the knowledge and skills to make informed and responsible choices now and in later life.
- Make clear the consequences of breaching the Academy code of conduct.

### **Our Drugs Education is part of the Health Promoting Academy**

We aim to be a 'health promoting Academy'. Drug education is seen as a part of the Personal and Social Education curriculum. Health education is linked to Academy ethos and organisation and involves parental and community links.

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### The Health Promoting Academy

Parental and Community Links	Health Curriculum e.g. Drugs Education	Academys Ethos and Organisation
<ul style="list-style-type: none"> <li>• Develop good links between Academy, home and community</li> <li>• Maximise the role of specialist services in the community</li> <li>• Promote individual, family and community responsibility for health</li> </ul>	<p style="text-align: center;"><b>The health promoting Academy strives to</b></p> <ul style="list-style-type: none"> <li>• Equip pupils with the knowledge and skills to make health decisions</li> <li>• Plan a coherent health education curriculum between associated primary and secondary schools</li> </ul>	<ul style="list-style-type: none"> <li>• Enable all pupils to fulfil their physical, psychological and social potential</li> <li>• Foster good pupil-staff and pupil-pupil relationships</li> <li>• Provide a health-promoting environment</li> <li>• Encourage healthy lifestyles</li> </ul>

### Academy trips

Academy has a policy on the disposal of suspected illegal drugs while on Academy trips and we ensure that this policy is clearly understood by all. Adherence to rules relating to illegal and other unauthorised drugs is part of the consent form signed by the pupil or parent/carer prior to the trip. Academy will also insert a clause that if a pupil breaches the rules and is returned home, parents/carers will need to meet the cost of these arrangements, while on centre-based residential trips in this country, Schools are advised to follow the procedures outlined above or those of the centre being visited. Schools should be aware, however, that laws on drugs and policing arrangements vary widely in other countries. Schools should ensure that they (and all participants on the trip) are fully aware of these differences before departure, and should have considered in advance how they will respond to any drug incident. For in-

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country advice Academy staff should contact British embassy or consulate staff..

### **Alcohol and tobacco**

Parents/carers should normally be informed and given the opportunity to collect the alcohol or tobacco, unless this would jeopardise the safety of the child.

### **Volatile substances**

Given the level of danger posed by volatile substances Schools may arrange for their safe disposal. Small amounts may be placed in a bin to which pupils do not have access, for example a bin within a locked cupboard.

### **Medicines**

Disposal of medicines held at Academy should be covered in the Academy's medicines policy. Parents/carers should collect and dispose of unused or date-expired medicines.

### **Disposal of drug paraphernalia**

Needles or syringes found on Academy premises should be placed in a sturdy, secure container), using gloves. Soft-drink cans or plastic bottles should not be used. Used needles and syringes should not be disposed of in domestic waste, if incidents of finding needles are high then the Academy may wish to obtain a properly constructed sharps container, which should be kept out of reach of pupils and members of the public who may not appreciate the associated risks. The Academy should liaise with the LEA or Local Authority Environmental Health Department on the best way to dispose of the contents of a sharps container.

### **Detection and Searches**

Academy will always seek consent and ensure that a second adult witness is present. If this is refused the pupil manager will need to consider whether to call the police. Searches should be conducted in such a way as to minimise potential embarrassment or distress.

### **Personal searches**

When a person is suspected of concealing illegal or other unauthorised drugs it is not appropriate for a member of staff to carry out a personal search; this

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includes the searching of outer clothing and inside pockets. Every effort should be made to persuade the person to hand over voluntarily any drugs, in the presence of a second adult witness. Where the individual refuses and the drug is believed to be illegal, and the Academy wishes to proceed along formal lines, then the police must be called. The police can conduct a personal search if they believe a crime has taken place, or to prevent harm to themselves or others following an arrest. Academies currently are not permitted to detain a person without their consent unless a citizen's arrest is made.

### **Searches of Academy property**

Staff may search Academy property, for example, pupils' lockers or desks if they believe drugs to be stored there. Prior consent should always be sought, and individuals should be made aware that if consent is refused the Academy may proceed with a search. However, where consent is refused, the Academy will need to balance the likelihood that an offence has been committed against the risk of infringing the individual's privacy without just cause

### **Taking temporary possession of and disposal of suspected illegal drugs**

The law permits Academy staff to take temporary possession of a substance suspected of being an illegal drug for the purposes of preventing an offence from being committed or continued in relation to that drug providing that all reasonable steps are taken to destroy the drug or deliver it to a person lawfully entitled to take custody of it. In taking temporary possession and disposing of suspected illegal drugs you are advised to:

- ensure that a second adult witness is present throughout
- seal the sample in a plastic bag and include details of the date and time of the seizure/find and witness present.
- store it in a secure location, such as the Academy safe or other lockable container with access limited to two senior members of staff
- Without delay notify the police, who will collect it and then store or dispose of it in line with locally agreed protocols. The law does not require a Academy to divulge to the police the name of the pupil from whom the drugs were taken. Where a pupil is identified the police will be required to follow set internal procedures
- Record full details of the incident, including the police incident reference number, inform parents/carers, unless this would jeopardise the safety of the

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pupil. While Academy staff should not attempt to analyse or taste unknown substances, Police can advise on analysis and formal identification, although this is normally carried out only if it will be required as evidence within a prosecution. If formal action is to be taken against a pupil, the police should make arrangements for them to attend a local police station accompanied by an appropriate adult for interview. Only in exceptional circumstances should arrest or interviews take place at Academy. An appropriate adult should always be present during interviews, preferably a parent/carer or duty social worker

### **Anti Smoking Policy**

Academy is a 'no smoking site' and this ban on smoking applies to all staff and students whether they be inside or outside the buildings. If students break this rule then they are punished and their parents are informed.

Students are encouraged to seek information, advice and support at the weekly drop-in sessions held by the Schools nurse.

School nurses who are qualified to prescribe quit-smoking patches may only do so if they have consulted Academy staff and also sought prior permission from the students' parents.

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