



Holyhead

Teach What Matters

Drugs and Alcohol Policy

Version	Date	Details
1.0	September 2024	See details of version changes table

Date policy last reviewed:

Autumn Term 2024

Policy Lead:

D Reddy

Signed by:

Principal

Date 5th December 2024

Chair of Governors

Date 5th December 2024



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Details of the Changes

Page No	Section, if applicable	Details of the change/amendment etc



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Holyhead Drugs and Alcohol Policy

Introduction

Holyhead acknowledges that drugs have had a long history in society and that experimentation has always been a feature of some young people's lives. It is our responsibility to reduce the harm from drugs and alcohol, play a role in their prevention and help those who misuse drugs and alcohol. This policy gives clear guidelines on dealing with the misuse of drugs and alcohol at Holyhead and the importance of drug and alcohol education. This policy emphasises Holyhead's pastoral role and proactive approach to drug and alcohol education. In developing this policy, Holyhead has considered its legal responsibility and the needs of students, teachers and the local community.

The school maintains the view that alcohol and drug use on school premises is entirely unacceptable; however, we recognize that zero-tolerance policies have a disproportionately negative impact on some students, e.g. victims of child criminal exploitation (CCE). For this reason, we aim to foster an approach of supportive discipline, whereby students who are facing issues with drugs and alcohol are aided through both internal and external support, as well as disciplinary measures where appropriate, to make more healthy and positive choices and to reframe their attitudes towards drug and alcohol.

1. Legal Framework

- 1.1 This policy has due regard to relevant legislation including, but not limited to, the following:
 - Children and Families Act 2014
 - Education Act 2011
 - Health Act 2006
- 1.2 This policy has due regard to relevant guidance including, but not limited to, the following:
 - DfE (2023) 'Keeping children safe in education'
 - DfE (2018) 'Mental health and behaviour in schools'
 - DfE (2022) 'Searching, Screening and Confiscation' guidance
- 1.3 This policy will be implemented in conjunction with the school's:
 - Safeguarding and Child Protection Policy
 - Health and Safety Policy
 - COSHH Policy
 - Behaviour Policy
 - Positive Handling Policy
 - Suspensions and Exclusions Policy

- Mental Health Policy
- PSHE Policy
- Secondary Relationships, Sex and Health Education (RSHE) Policy

2. A Definition of Drugs

2.1 Holyhead School defines a “drug” as any substance which, when ingested alters perception and the way the body works. This definition includes, but is not limited to:

- All illegal substances
- Alcohol
- Tobacco (vaping pens)
- Solvents
- Medicines
- Legal highs

2.2 The use of such substances at Holyhead is strictly forbidden. School students found in Possession of such substances will be subject to disciplinary measures and risk permanent Exclusion. Parents/carers will be informed and counselling will be offered where appropriate.

Students who need to take regular medication must inform the school’s Medical Officer.

3. Key Roles and Responsibilities

The Governing Body is responsible for:

- 3.1 Implementing effective policies and procedures are in place to ensure that students are kept safe from alcohol and drugs at school.
- 3.2 Ensuring that students experiencing difficulties with alcohol and/or drugs can access the support they need.
- 3.3 Working with the Principal, and in liaison with parents/carers, students, health and other professionals, to ensure that the drug and alcohol curriculum addresses the needs of students and the local community, and reflects current trends.
- 3.4 Ensuring that the Designated Safeguarding Governor submits an annual written report to the Governing Board concerning drug and alcohol related incidents and concerns.

The Executive Principal/Principal is responsible for:

- 3.5 Providing a safe environment for all staff, students and visitors.

- 3.6 Providing a robust policy which outlines our approach to supporting students struggling with drugs and alcohol misuse.
- 3.7 Working with Governors to ensure compliance with relevant legislation.
- 3.8 Informing the Local Academy Governing Board, via the designated safeguarding Governor, of any issues and developments concerning drugs and alcohol.
- 3.9 Acting on any concerns arising from students' use of drugs and alcohol.
- 3.10 Ensuring a consistent approach to managing drug and alcohol incidents.

The DSL is responsible for:

- 3.11 Ensuring that staff have the skills to teach and discuss issues relating to drugs and alcohol.
- 3.12 Ensuring that staff and students experiencing difficulties with drugs or alcohol are provided with appropriate internal support and referred to external support agencies as appropriate.
- 3.13 Consulting with students to inform provision around drugs and alcohol education.
- 3.14 Accessing appropriate training to enable them to successfully advise the school on drug and alcohol matters.
- 3.15 Liaising with local services as necessary to provide support for students.
- 3.16 If appropriate, and where doing so will not place the student at risk, informing parents/carers of any drug and alcohol related incidents concerning their child.
- 3.17 Inviting the local police and drugs team into school to raise awareness of the risks and issues associated with drugs.
- 3.18 Informing the police of any drug or alcohol related decision, where they deem it appropriate to do so.
- 3.19 Assisting with the monitoring and review of this policy.

Students are responsible for:

- 3.20 Ensuring they do not bring illegal or prohibited drugs or alcohol onto school premises or whilst engaging in any off-site activity representing the school.
- 3.21 Ensuring they do not take drugs or consume alcohol whilst travelling to or from school or at any time whilst wearing the school uniform.
- 3.22 Contributing to the development of this policy by providing feedback on the

effectiveness of the drugs and alcohol education provided, and on how incidents are managed.

All Staff (both teaching and support staff) are responsible for:

- 3.23 Attending scheduled training concerning drugs and alcohol, including how to spot the signs and symptoms of use and dependency, identifying paraphernalia and how to respond to a drug related incident.

The Site Manager is responsible for:

- 3.24 Regularly checking the school premises for signs of drug and alcohol use and reporting any concerns to the DSL.

External Agencies are responsible for:

- 3.25 Supporting the school with drug and alcohol issues as required.

4. Drug Education and Drug Prevention

- 4.1 Holyhead provides a comprehensive and planned drug and alcohol education curriculum for all students, as part of the RSHE Curriculum, in line with the Secondary Relationships, Sex and Health Education (RSHE) Policy,
- 4.2 It aims to enable students to make informed choices by increasing knowledge and challenging attitudes.
- 4.3 Lessons will be delivered as appropriate to the age of the students and will be differentiated according to individual learning styles.
- 4.4 Where appropriate, visitors and external speakers will join us to lead classes on drug and alcohol misuse.
- 4.5 Holyhead acknowledges that a positive ethos helps students to feel valued and part of the community, and in so doing, helps to foster positive self-images which may help students cope better in situations involving drug and/or alcohol use.

5. Disclosure

- 5.1 When a young person discloses to a member of staff that he/she has been using drugs and/or alcohol or is concerned about someone else's drug and/or alcohol use, staff should respond in a supportive manner and should be nonjudgmental.
- 5.2 Staff cannot promise total confidentiality and will refer this to a member of the SPACE (Student Progress and Achievement Centre) team.

- 5.3 Parents/carers will be informed immediately especially if further support is to be considered, such as referral to a counselling service.
- 5.4 Information about the person involved will only be given to a restricted group, unless that person gives their consent. Total confidentiality is maintained at all times in professional counselling services.
- 5.5 All young people at Holyhead need to feel able to talk to a member of staff about a drug related problem without the fear of being judged or reprimanded. The welfare of young people will always be central to our policy and practice.

6. Police Involvement

- 6.1 In most cases, disciplinary action is likely to be a school matter and the police will be informed as appropriate.
- 6.2 The school is aware of the Misuse of Drugs Act 1971, which controls heroin, cocaine, LSD, MDMA (Ecstasy), amphetamines, cannabis and other 'dangerous or otherwise harmful' drugs including alcohol. The Act makes it an offence to possess or supply these drugs.
- 6.3 Holyhead maintains strong links with the local community police. It is our policy to contact our police/school liaison officer when there has been an incident involving illegal substances.

7. Disciplinary Response

- 7.1 Students involved in drug and/or alcohol situations on school premises will be disciplined as per the school's disciplinary procedure and, where appropriate, the police will be informed.
- 7.2 Teachers and staff members involved in drug and/or alcohol situations on school premises will be disciplined as per their contract of employment and, where appropriate, the police will be informed.

8. Medical Emergencies

- 8.1 In drug related medical emergencies, the school nurse/trained first aiders will be summoned.
- 8.2 A teacher will remain with the casualty until the school nurse/trained first aider arrives.
- 8.3 Other students will be removed from the immediate area, as soon as is reasonably practicable.
- 8.4 Following assessment by the school nurse/first aider, a decision will be made to ascertain whether an ambulance will be called.
- 8.5 The student's parents/carers will be telephoned and told about the incident.

- 8.6 If the student is felt to be at risk, the Child Protection and Safeguarding Policy will come into effect and social services will be contacted.
- 8.7 All accidents and incidents, including near misses or dangerous occurrences, will be reported as soon as possible following the school's Health and Safety Policy.

9. Searching

- 9.1 Staff members may use common law to search students with their consent for any item.
- 9.2 Staff members may ask any student to turn out their pockets.
- 9.3 Staff members may search any student's backpack or locker.
- 9.4 Under part 2, section 2 of the Education Act 2011, teachers are authorised by the headteacher to search for any prohibited item including, but not limited to tobacco and cigarette papers, as well as illegal drugs and alcohol, without the consent of the student if they have reasonable grounds for suspecting that the student is in possession of a prohibited item.
- 9.5 Searches will be conducted by a same sex member of staff with another same sex staff member as a witness, unless there is a risk that serious harm will be caused to a person if the search is not done immediately, and where it is not practicable to summon another member of staff.
- 9.6 Staff members may require a student to remove their outer clothing, such as coat, blazer, jacket, shoes.
- 9.7 Students' possessions will only be searched in the presence of the student and another member of staff unless there is a risk that serious harm will be caused if the search is not done immediately, and where it is not practicable to summon another member of staff.
- 9.8 Staff members may use such force as is reasonable given the circumstances when conducting a search for alcohol, illegal drugs or tobacco products.
- 9.9 Any staff member may refuse to conduct a search.
- 9.10 A staff member carrying out the search can confiscate anything they have reasonable grounds for suspecting is a prohibited item. This includes "legal highs" and other potentially harmful materials which cannot immediately be identified.
- 9.11 If a Police and Criminal Evidence Act 1984 (PACE) Code C search is undertaken, the DSL may act as an appropriate adult as required.

10. Controlled substances

- 10.1 Following the identification and confiscation of a controlled substance, a staff member will seal the sample in a plastic bag and include details of the date and time of the confiscation alongside the name of any witness(es) present. The staff member will store the sample in a secure location.
- 10.2 The incident will be reported immediately to the police, who will collect the sample and then deal with it in line with agreed protocols.
- 10.3 The school will consider, on a case-by-case basis, whether it is appropriate under the student's specific circumstances to divulge the name of the student from whom the drugs were taken, and names will not be given to the police where the school cannot be certain beyond reasonable doubt that the student in question was the one in possession of the drugs.
- 10.4 A full incident report will be completed and submitted to the Principal.
- 10.5 Any further measures will be undertaken in line with the school's Child Protection and Safeguarding Policy.
- 10.6 Where controlled substances are found on school trips away from the school premises, the parents of the student, as well as local police, will be notified.

11. Safeguarding

- 11.1 The school understands that the misuse of drugs and alcohol can often be a sign of underlying issues.
- 11.2 Staff members will be aware of the fact that alcohol and drug misuse can be an indicator of a safeguarding concern and is often an indicator of both child criminal and sexual exploitation.
- 11.3 All staff are aware that behaviours linked to issues such as drug and alcohol misuse put students in danger. Staff will be particularly alert to the potential need for early help for a student who is misusing drugs or alcohol, or where it is observed or suspected that their parents or family members misuse drugs.
- 11.4 Students experiencing difficulties with drugs or alcohol will be provided with appropriate internal support and referred to external support agencies as appropriate. Support will be arranged and offered to students in line with the school's Child Protection and Safeguarding Policy and Social, Emotional and Mental Health (SEMH) Policy.

12. Child Criminal Exploitation (CCE)

12.1 CCE is where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child into any criminal activity in exchange for something the victim needs or wants and/or for the financial or other advantage of the perpetrator or facilitator and/or through violence or threats of violence. CCE can include children being forced to work in cannabis factories and being coerced into moving drugs across the country (known as county lines).

12.2 Staff will be aware of the indicators that may suggest a student is being criminally exploited through involvement in county lines, including where students:

- Have gone missing and are subsequently found in areas away from their harm
- Have been a victim or perpetrator of serious violence, e.g. knife crime
- Have been involved in receiving requests for drugs via a phone line, moving drugs, handing over and collecting money for drugs
- Are exposed to techniques such as 'plugging', where drugs are concealed internally to avoid detection
- Are found in accommodation that they have no connection with
- Owe a 'debt bond' to their exploiters
- Have their bank accounts used to facilitate drug dealing

12.3 Staff will be made aware of the following potential indicators of CCE:

- Students who appear with unexplained gifts or new possessions
- Students who associate with other young people involved in exploitation
- Students who suffer from changes in emotional wellbeing
- Students who misuse drugs and alcohol
- Students who regularly miss school
- Regularly missing school or education or not taking part in education

12.4 Staff members will be aware that illegal drug use or possession by students may indicate that they are victims of exploitation, even if it appears that illegal activity regarding drugs is something to which they have consented. The DSL will use their professional judgement to ensure they can reasonably rule out CCE as an explanation for a student's drug-related behaviour before pursuing other support and disciplinary procedures, rather than making assumptions about the student's intentions.

13. Staff Training

13.1 Holyhead School recognises that early intervention can prevent drug and/or alcohol misuse.

13.2 Teachers and support staff will receive regular and ongoing training as part of their professional development.

14. Support

- 14.1 The school understands that the misuse of drugs and alcohol can often be a sign of underlying issues; therefore, led by the DSL, staff and students experiencing difficulties with drugs or alcohol will be provided with appropriate internal support and referred to external support agencies as appropriate.
- 14.2 Support will be arranged and offered to students in line with the school's Child Protection and Safeguarding Policy.

15. Managing Incidents

- 15.1 Instances of students being involved drug and/or alcohol incidents will be managed in line with the relevant school policies, including the Behaviour Policy, Child Protection and Safeguarding Policy, and the Social, Emotional and Mental Health (SEMH) Policy.
- 15.2 Following an incident, the Principal will work with key members of staff, including the DSL, to decide on the most appropriate course of action to take. This action may include discipline being enforced in line with the Behaviour Policy, or informing the police in severe circumstances.
- 15.3 The Principal will also be responsible for deciding if it would be appropriate to exclude the student, following the provisions outlined in the CRST Suspension and Exclusions Policy; however, every effort will be taken to support students to adopt more healthy behaviours and choices before resorting to exclusion. Exclusion will be avoided wherever possible for students whose parents or carers are known to the school to misuse drugs and alcohol.
- 15.4 Support will be arranged for students involved in any alcohol or drug related Incidents, in line with relevant school policies.

16. Monitoring and Evaluation of the Policy

- 16.1 The policy will be monitored and evaluated annually by the Deputy Principal and Vice Principal (Safeguarding and Wellbeing).

17. Review of this Policy

- 17.1 This policy will be reviewed annually.

Next Review Date: Autumn Term 2024
Policy Lead: D Reddy

Appendix 1 – Useful Organisations

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

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/carers, 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/carers 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

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: <https://www.gov.uk/youth-offending-team>

Childline is a counselling service for children and young people up to their 19th birthday in the United Kingdom provided by the NSPCC. Get help and advice about a wide range of issues. Tel: 0800 1111.