

Substance Misuse and Drugs Education Policy

Name of Unit/Premises/Centre/School	The Toynbee School
Date of Policy Issue/Review	Spring 2024 / Spring 2025
Name of Responsible Manager/Headteacher	Deputy Headteacher
Governors' Sub-Committee	Welfare & Guidance

1.0 Ethos and Policy Statement:

- 1.1 Our intention is to provide for all pupils an education programme that encourages them to develop a healthy lifestyle, informs them of the risks associated with the use and misuse of substances, and enables them to work out a personal code and set of attitudes that will help them resist pressures.
- 1.2 Toynbee School is committed to the health and safety of all its members and will take action to safeguard their wellbeing in accordance with current legislation. The school responds in an appropriate and unambiguous manner to incidents connected with alcohol or other substance abuse.
- 1.3 We acknowledge the importance of the school's pastoral role in the welfare of young people and through the ethos of the school, the sensitive handling of pupils' anxieties, concerns and behavioural problems, and the skills training which is part of the tutorial programme, we aim to help all pupils cope positively with the challenges and conflicts which face them.

2.0 Objectives:

- 2.1 The objectives of the policy are:
 - 2.1.1 To clarify the range of substances to be covered, i.e. tobacco, alcohol, legal prescribed and over the counter drugs as well as illegal substances and new psychoactive substances, including edibles;
 - 2.1.2 To identify pupils' existing knowledge or misconceptions to determine a suitable starting point;
 - 2.1.3 To understand the valuable role of legal drugs;
 - 2.1.4 To explore the issues relating to use and misuse;
 - 2.1.5 To clarify the law on drug misuse.
 - 2.1.6 To clarify the school's policy for managing drug related incidents.

3.0 Drugs Education – Content:

- 3.1 We will follow the recommendations in the National Curriculum for Science, PSHE and Citizenship with regard to suitable content for KS3 and KS4. The programme at both stages will seek to teach:
 - 3.1.1 Conception, growth, development, behaviour and health can be affected by diet, drugs and disease
 - 3.1.2 Human health is affected by a range of environmental and inherited factors, by the use and misuse of drugs and by medical treatments.
 - 3.1.3 The facts and laws about drug, alcohol and tobacco use and misuse.
 - 3.1.4 The personal and social consequences of misuse for themselves.
 - 3.1.5 Ways of recognising and reducing risk, minimising harm and getting help in emergency and risky situations.

- 3.1.6 Other topics that reflect knowledge, understanding, attitudes and social skills around drugs misuse.
- 3.1.7 The consequences and sanctions regarding Pupil's involvement in drugs at Toynbee School

3.2 Content will be taught at a level appropriate for the pupils' age, knowledge, experience and understanding. This element will be handled sensitively with due regard for moral considerations as well as the need to give clear, unbiased information.

4.0 **Implementation**

4.1 The Head of PSHCE will liaise with Guidance Managers in the Lower School to develop short modules that will address the prescribed content. Input will also be made by outside agencies and the police. The methods of delivery will be PSHE Lessons, assemblies and tutor times. In the Upper School, the Head of PSHCE will continue to develop and deliver modules on the appropriate content during PSHE lessons, assemblies and targeted interventions.

4.2 The Head of Science will ensure appropriate coverage of drugs related education in accordance with the National Curriculum requirements in Science.

5.0 **Staffing**

5.1 As appropriate, PSHCE teachers and the Pastoral Team will undertake relevant training to ensure they are up to date with the latest drugs education knowledge. Where appropriate, External Agencies, (for example: DART (Drug and Alcohol Reference Team), No Limits, CATCH22 and Youth Crime Prevention) will advise on problems of substance misuse, and other relevant agencies will be part of the programme.

5.2 In addition, in conjunction with the Eastleigh and Winchester Inclusion Partnership, the school may arrange for trained dogs with handlers to visit the school as a proactive step to prevent drugs being brought onto the school site.

5.3 All relevant staff will have access to updated information and appropriate training to help develop their tutorial skills and understanding.

6.0 **Parents**

6.1 There will be opportunities for parents to discuss any drug related issues by contacting the relevant Guidance Manager or Head of PSHCE

7.0 **Managing Drug Related Incidents or Incidents involving Prohibited Items**

7.1 Pupils will be informed of the items that are prohibited. This will be specified in the Toynbee Behaviour Policy and published on the school website.

7.2 The following items are prohibited:

- knives or weapons
- alcohol
- illegal drugs
- psychoactive drugs including edibles
- any stolen items
- tobacco, vapes, lighters, cigarette papers or any smoking paraphernalia
- any items related to the preparation or consumption of nicotine, drugs or alcohol
- fireworks
- pornographic images

- any items that are likely to be used to: commit an offence, cause personal injury to, or damage to the property of, any person.
- any other items as defined as such from time to time or as outlined in the Behaviour Policy, the Substance Misuse Policy or by the Department for Education. [DFE, Searching, Screening and Confiscation \(publishing.service.gov.uk\), July 2022](#)

7.3 If the school has concerns about pupil involvement with Prohibited Items, parents will be informed and if appropriate the Police contacted. If incidents arise which involve prohibited items, they will be dealt with according to the school's Behaviour and Exclusion Policy and as outlined below:

- 7.3.1 Any pupil suspected of being in possession of, under the influence of, or supplying any prohibited items will be searched; this will be carried out with the pupil's consent and in the presence of another adult witness.
- 7.3.2 Staff will follow the procedures for Searching Pupils as outlined in Appendix A – Staff Protocol for conducting a search of Pupils and Appendix B – Pupil Search Consent Form. All searches will be recorded on pupils' safeguarding files (which are held on CPOMS).
- 7.3.3 The Headteacher authorises the following members of staff to undertake the lead in the searching of pupils:
- The Senior Leadership Team
 - Progress Directors
 - Guidance Managers
 - SENCO
 - VI Manager
 - Vulnerable Pupil Coordinator
 - **Pastoral Coordinator**
 - Pupil Welfare Officer (or any member of staff deputising for the Student Welfare Officer)

The search must be undertaken by two members of staff, one of which will be designated as the lead member of staff from the list above, the other member of staff will act as a witness to the search of the pupil.

The lead member of staff undertaking the search must always be the same sex as the pupil being searched. If it is reasonably practical, both members of staff must be the same sex as the pupil.

School staff are only permitted to search pupil's outer clothing, pockets, possessions, desks or lockers. Staff should wear gloves when conducting searches.

- 7.3.4 If any prohibited or illegal items are found as a result of a search, the school will follow the following guidance: [DFE, Searching, Screening and Confiscation \(publishing.service.gov.uk\), July 2022](#) specifically points 58-81.
- 7.3.5 If a member staff suspects a confiscated item has been used to commit an offence or is evidence in relation to an offence, the item will be passed to the police.
- 7.3.6 School staff are not permitted to carry out strip searches. Strip searches on school premises can only be carried out by Police Officers under the Police and Criminal Evidence Act 1984 (PACE) Code A and in accordance with the Police and Criminal Evidence Act 1984 (PACE) Code C. School staff retain a duty of care to the pupil(s) involved and should advocate for pupil wellbeing at all times
- 7.3.7 All incidents related to prohibited items, including drugs will be thoroughly investigated and appropriate actions and sanctions will be taken in accordance with Toynbee Behaviour and Exclusion Policy including the possibility of Permanent Exclusion.
- 7.3.8 Where possible, due respect will be given to the confidentiality of those involved. However, this cannot be guaranteed, and Police and Children Services involvement may be appropriate.
- 7.3.9 In all cases, Parents/Carers will be informed.

- 7.3.10 Any pupil involved in a drugs incident will be referred to the Police and to local agencies who can offer support regarding a drugs habit, the welfare of the pupil being of prime consideration.
- 7.3.11 All drugs related incidents will be referred to the Police, recorded on the pupil's file and on their Safeguarding file on CPOMS.
- 7.3.12 In all cases the school will follow the DFE guidance as outlined below:

[DFE and ACPO Drug Advice for Schools', September 2012](#)

[DFE, Searching, Screening and Confiscation \(publishing.service.gov.uk\), July 2022](#)

Appendices to this document are:

Appendix A: Staff Protocol for the Searching of Pupils

Appendix B: Pupil Search Consent Form

Linked Policies are:

Behaviour and Exclusion Policy

Child Protection Policy

Relationships and Sex Education Policy

Safeguarding Policy