

Substance Misuse Policy

Policy Title:	Substance Misuse
Academic Year:	2017 - 2018
Policy Reference:	CS13
Description:	Guidance on educating students about substance misuse
Status:	Approved SWC - Management Committee
Category:	Optional
Review frequency:	Every 2 years
Contact:	Jacque Davies
Version:	V.4
Who was consulted:	Previous PRU policy – created 2006/7 by PRU (Pupil Referral Unit), headteachers J.Davies and S.Williams Modified 18.08.14.
Other relevant policies:	Child Protection & Safeguarding Policy
Acronyms:	<p>MC - Management Committee</p> <p>TLC - Teaching & Learning Committee</p> <p>SWC - Safeguarding & Wellbeing Committee</p> <p>FC – Finance Committee</p> <p>H&SPC - Health & Safety and Premises Committee</p> <p>PERS - Personnel Committee</p> <p>LA - Local Authority</p> <p>WBC - West Berkshire Council</p> <p>HT - Headteacher</p> <p>SLT - Senior Leadership Team</p>
Date for Review:	September 2019

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1: Key contact list for Substance Misuse Policy

Headteacher	Jacquie Davies	01635 528048	jdavies@icollege.org.uk
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2: Statement	<ul style="list-style-type: none"> • The icollege condones neither the misuse of drugs and alcohol by members of the school, nor the illegal supply of these substances. • The icollege is committed to the health and safety of both staff and learners and will take action to safeguard their well-being. • The icollege acknowledges the importance of its pastoral role in the welfare of young people and through its general ethos will seek to persuade learners, in need of support, to come forward. • The icollege takes a pro-active stance on drugs education believing it is a vital part of Personal and Social Education (PSHE) of every learner. • Parents/ carers are to be kept informed and involved at all times. • If a referral is made to The Edge, it must be done in writing with a copy of the referral form retained by the referring school. • If a learner will not access The Edge and is Youth Offending Team (YOT), the case should be referred to the YOT substance abuse worker.
3: Approaches and Aims	<p>Teaching of Drugs (Substance Use and Misuse) should include the following approaches/aims:-</p> <ul style="list-style-type: none"> • to enable learners to make healthy, informed choices by increasing knowledge, challenging attitudes and developing and practising skills • to provide accurate information about substances • to increase understanding about the implications and possible consequences of use and misuse

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	<ul style="list-style-type: none"> • to encourage an understanding for those experiencing or likely to experience substance abuse • to widen understanding about related health and social issues, e.g. sex and sexuality, crime, and sexually transmitted diseases • to seek and minimise the risks that users and potential users face • to enable young people to identify sources of support <p>In instances involving substance misuse or supply on the premises, and following discussion between staff members who know the learner well, parents/carers will be informed of this misuse at the earliest opportunity by the Leading Teacher/Pastoral Manager. The first action will be to ensure the health and safety of the learner and call for assistance if necessary. The school and parents/carers can then work together to support the young person involved.</p> <p>A school cannot knowingly allow its premises to be used for the production or supply or usage of alcohol or any drug unless it is covered by the service 'medicine on site' policy. Where it is suspected that substances are sold or used on the premises, details regarding those involved as well as, as much information as possible, will be passed to the Headteacher, and if appropriate, the Police.</p> <p>The service will consider each substance incident individually and recognises that a variety of responses will be necessary to deal with incidents. The service will consider very carefully the implications of any action it may take, and any decisions must involve a discussion with a senior leader / Headteacher. It needs to balance the interests of the learner involved, the other learners and the local community. Appropriate responses may include exclusion.</p> <p>The school should involve the local community Police Officer, School Nurse and other relevant agencies, such as The Edge / YOT, that are working with the learner or who are contributing to delivery in the school.</p> <p>The Substance Misuse Policy is to be included in the staff handbook and referred to in the Home Agreement signed by pupils and parents. Incidents should be recorded on WebRisk.</p> <p>Further advice and information can be downloaded from the DfE publications site</p> <p>DfE & ACPO Drug Advice for Schools</p> <p>https://www.gov.uk/government/publications/drugs-advice-for-schools</p>
<p>4: Warning Signs</p>	<p>4.1: Early detection of drugs misuse is extremely important. If a young person's drug misuse is identified at an early stage, it is easier for action to be taken to prevent his or her further misuse of drugs. Therefore teachers need to be vigilant, particularly when they are in charge of activities which take groups of young people away from the school premises. Research has shown that first experiments with drugs by young people almost always involved a substance provided by a friend.</p> <p>4.2: The signs listed below (items 5 and 6) may indicate that individuals or groups of young people are misusing drugs. Their presence alone is not conclusive proof of drugs or solvent misuse: many of them are a normal part of adolescence, but the presence of several signs together may point to a need for greater vigilance. Paragraph 7 lists equipment which, if found in certain circumstances, might also give grounds for concern.</p>

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<p>5: Warning signs in individuals</p>	<ul style="list-style-type: none"> • Changes in attendance, and being unwilling to take part in school activities. • Decline in performance in school work. • Unusual outbreaks of temper, marked swings of mood, restlessness or irritability. • Reports from parents that more time is being spent away from home, possibly with new friends or with friends in older age groups. • Excessive spending or borrowing of money / on their person • Stealing money or goods. • Excessive tiredness without obvious cause. • No interest in physical appearance. • Sores or rashes especially on the mouth or nose. • Lack of appetite. • Heavy use of scents, colognes, etc. to disguise the smell of drugs. • Wearing sunglasses at inappropriate times (to hide dilated or constricted pupils).
<p>6: Warning signs in groups</p>	<ul style="list-style-type: none"> • Regular absence on certain days. • Keeping at a distance from other pupils, away from supervision points (e.g. groups who frequently gather near the gate of a school playground or sports field). • Being the subject of rumours about drug taking. • Talking to strangers on or near the premises. • Stealing which appears to be the work of several individuals rather than one person (e.g. perhaps to shoplift solvents). • Use of drug takers' slang. • Exchanging money or other objects in unusual circumstances. • Associating briefly with one person who is much older and not normally part of the peer group.
<p>7: Objects that may indicate drug misuse</p>	<ul style="list-style-type: none"> • Foil containers or cup shapes made from silver foil, perhaps discoloured by heat. • Metal tins. • Spoons discoloured by heat. • Pill boxes. • Plastic, cellophane or metal foil wrappers.

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	<ul style="list-style-type: none"> • Small plastic or glass phials or bottles. • Twists of paper. • Straws. • Sugar lumps. • Syringes and needles. • Cigarette papers and lighters. • Spent matches. • Plastic bags or butane gas containers (solvent abuse). • Cardboard or other tubes (heroin). • Stamps, stickers, transfers or similar items. • Shredded cigarettes, home-rolled cigarettes and pipes (cannabis). • Paper (about 2 inches square) folded to form an envelope (heroin).
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8: Change Record				
Version Number	Date Approved	Management Committee Minute Reference	Description of Amendments	Review Date
4	10.10.17	SWC 10.10.17	Transferred to icollge format and contact details updated	Oct 2017

Keeping Children Safe in Education (March 2015)

*All staff with **icollge** understand the need to safeguard and promote the welfare of children; this includes protecting children from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.*

Approved by:	Safeguarding and WellBeing Committee
Signed:	E signed 13.11.17
Print name:	Andy How
Position:	SWC Chair
Date:	10.10.17
Review date:	September 19