



The Boston Witham Academies Federation

Haven High Academy

DRUGS POLICY

Context

As in every town and city in Britain, there have been incidents in Boston involving drugs and we are proud of the support and advice we offer to all our learners and their families, whilst maintaining zero tolerance on illegal drugs and drug misuse in the academy itself. The Boston Witham Academies Federation (Trust) welcomes learners with specific medical needs, and has listed in the following policy how we manage learners with prescribed drug dependencies and also those who rely heavily on medical support. We utilise all appropriate support from local police, health services and the LA to strengthen our curriculum and for staff and parent training. The Trust welcomes the support of a range of agencies to support drug education in all Key Stages and who is available, alongside the school nurse, for counselling. This policy aims to:

- Educate our learners of the risks associated with substance misuse
- Provide support for learners affected by that misuse
- Provide support for learners with specific medical needs
- Provide a controlled environment for learners who need to regularly take prescribed/over the counter medication
- Refer to appropriate agencies as and when required

1. Aims

We strive to equip our learners with the knowledge and skills to make informed and sensible decisions about how they live their lives within the parameters of British society. An appropriate and balanced education is offered to all learners regardless of specific medical needs.

2. Leadership, management and governance

A core team has responsibility for overseeing this policy, Head of Academy, Deputy Head (Pastoral Support), Lead Behaviour Professional and Head of Social Studies (Haven High). The core team being responsible to the Chief Executive Officer and link governor. However, all staff have a duty to read and understand this policy and ensure the well-being of all learners.

Governors should:

- Ensure that the academy complies with all legislation regarding drugs education and related incidents
- Ensure learners with specific medical needs are adequately catered for
- Ensure that this policy is implemented
- Review this policy annually and monitor its implementation regularly.

The Head of Academy should:

- Along with the governing body, ensure that the policy complies with all legislation regarding drugs education and related incidents and adequately provides for and supports learners with specific medical needs.
- Ensure that all staff are aware of their responsibilities under the policy and are given adequate and regular training and support so they can fulfil their responsibilities.
- Take disciplinary action against staff or learner who misuses drugs on the academy premises
- Take appropriate action against staff or learner who misuses drugs off academy premises if it directly affects the academy and its reputation
- Offer support and/or referral to an appropriate agency for any staff or learner with drug related problems, without judgement.

Staff with responsibility for drugs education and related incidents

The core team will have responsibility for:

- Dealing with and recording drugs related incidents
- Informing staff of learners with specific medical needs
- Maintaining the list of drugs permitted in the academy

The Head of Humanities will have responsibility for:

- Co-ordinating Drugs Education as part of the Social Studies curriculum
- Liaising with outside agencies delivering part of the Drugs Education programme

All staff should:

- Have training to recognise drug related incidents and to be aware of who to refer them to within the academy
- Keep up to date with the academy's Drugs Policy and other related legislation, by attending training and accessing the latest information through in-academy professional development and INSET
- Keep up to date with the academy's medical list and offer support to learners on that list

Teaching staff should:

- Ensure that learners are not put at risk due to the effects of substance misuse
- Not be under the influence of alcohol or illegal drugs whilst on academy premises
- Inform the Chief Executive Officer of any long term health issues which might necessitate the taking of drugs on academy premises
- Support all learners with specific medical needs

Parents/Carers should:

- Inform the academy if their child has to take medication whilst at the academy and arrange for the office to oversee their administration
- Provide up to date contact information to allow the academy to inform them should there be any problem concerning their child's medication and if they are not taking it as required

- Support the academy's policy on illegal substances and any action taken by the academy if their child is caught with or under the influence of said substances during the academy day

Visitors and contractors should;

- Be made aware of the drugs policy in the academy where appropriate
- Ensure that the policy is observed
- Not bring any illegal substances on the premises unless permitted by the Head of Academy or Chief Executive Officer
- Not bring alcohol onto academy premises

4. Whole academy issues

The Chief Executive Officer, Head of Academy, governors and members of the core team will monitor the following to ensure they actively support the Trust Drugs Policy.

(i) Admissions and attendance

- Does not disadvantage learners with specific medical needs if they are able to attend the academy
- Staff are aware of any learners with long term medical needs and who require drugs, prescription or not, during the day
- Action is taken if the above does not occur

ii) Attainment, progress and assessment:

- Learners with specific medical needs will be supported so they have every chance of reaching their full potential
- Trends in underachievement should be identified
- Action should be taken on the above

(iii) Drug and substance misuse and academy ethos:

- The academy publicly supports and values community relations
- The academy has an atmosphere of mutual respect and trust between learners and staff regardless of substance misuse
- Incidents of misuse are recorded by staff
- Staff are trained to deal effectively and consistently with incidents
- Learners, staff and parents are aware of procedures to deal with said incidents
- The academy works closely with outside agencies to tackle drug and substance misuse

(iv) Behaviour, discipline and exclusions

- The Behaviour for Learning Policy is fair and equitable to all learners regardless of their medical needs
- Possible substance use/misuse is considered when investigating poor behaviour
- Monitoring learners with medical needs and/or drug dependencies is undertaken to ensure no disparity exists in the rates of exclusion
- Long term truants with the afore mentioned needs are offered a reintegration programme which takes into account those needs
- Possession of an illegal substance on academy premises will normally result in a permanent exclusion. When, in the opinion of the Head of Academy, in consultation with the CEO, a permanent exclusion is not in the best interest of the child and academy as a whole the following will apply:
 1. Fixed term exclusion or internal exclusion at the Head of Academy's discretion.

2. Compulsory attendance of counselling and advice programme from AddAction Team.
 3. Attendance by parent/carer of a least one of the above sessions.
- Should a learner arrive in the Academy under the influence of a legal or illegal substance, including alcohol, the following will apply:
 1. There will be an internal exclusion of up to 30 days and no less than 30 days for a second offence at the Head of Academy's discretion and within the best interest of the child.
 2. Attendance by parent/carer for a meeting regarding the incident.
 3. Compulsory attendance of counselling and advice programme from AddAction Team.

NOTE: Repeated possession of, or supply of, an illegal substance or legal high will always result in a permanent exclusion.

(v) Personal development and pastoral care

- Pastoral support is appropriate to all learners and takes into account any medical needs they may have
- A full range of career and post 16 options, and post 6th Form options are available to all learners who are encouraged to consider them all
- External agencies are utilised for learners who suffer the consequences of substance misuse

(vi) Teaching and learning

- Staff create an environment where learners can contribute fully
- Teaching takes into account of any specific medical and drug needs of the learners
- Teachers challenge inappropriate attitudes towards substance taking and misuse

(vii) Curriculum

- Incorporates the principles of any appropriate legislation about substance misuse and drugs
- Learners are taught ways of dealing with peer pressure, substance misuse and subsequent health related issues
- All learners are able to access the full curriculum and supported to do so
- Role models of abstinence and recovery are brought into the academy through outside speakers, dramatic presentations and extra-curricular activities
- Learners are able to participate fully in extra-curricular activities as their medical condition dictates, and alternative activities should be offered as and when needed. No learner should miss out on extended academy life

(viii) Staff recruitment and professional development

- Posts are advertised to the widest pool of applicants, including those with disabilities
- All those involved in recruitment should be aware of the drugs policy and its possible implications for the retention or rejection of applicants
- Data on disability of staff is provided to LA annually

(ix) Partnerships with parents and communities

- All parents are encouraged to participate fully in the life of the academy
- The academy works closely with parents and the community to promote positive lifestyles which take into account legislation on legal and illegal substances and support those who are affected by their misuse

- The academy’s premises are accessible to all, despite any disability
- Forums are held as appropriate, to inform parents and community members of the dangers associated with substance misuse

(x) Dealing with drug related incidents

- Substances which are not permitted on academy premises, for example illegal drugs, solvents, e-cigarettes, cigarettes and alcohol and legal highs must be listed and this list should be updated regularly to take into account any changes in legislation
- The aforementioned list should be made available to all staff and parents upon request
- Incidents should be recorded by a member of staff responsible for Drug Related Incidents (Core Team), under one of the eight headings shown below. Each case should be considered on its own merits and the learner, or staff member involved should be treated as an individual with all circumstances taken into account.

Drug related incidents headings

- Emergency, requiring first aid or medical intervention
- Intoxication
- Suspicion or rumour
- Complaint or allegation from staff member or parent/carer
- Discovery or observation
- Disclosure
- Parental use
- The Core Team has Incident Recording Forms, information regarding the law relating to drugs and the list of drugs permitted in the academy.

Reviewed July 2015
 Reviewed June 2018

.....

Signed off by:

Print name and role:

Date: