



## ROEDEAN MOIRA HOUSE DRUGS AND ALCOHOL POLICY 2018-19

### Drugs and Alcohol

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### Policy Objectives

- To encourage early recognition of drugs and alcohol related problems.
- To help in the obtaining of skilled confidential assistance to defeat those problems.
- To ensure as far as possible that drug and alcohol abuse and its consequences do not occur on School premises.
- To protect pupils and staff from the consequences of drug and alcohol abuse by others.

The School will not condone the possession or supply of illegal drugs (or legal substances providing similar effects) and is opposed to the purchase of, or the excessive consumption of alcohol.

The School will seek to provide information in order to encourage those with an alcohol or drugs problem to seek support and help, and in order to encourage responsible use of alcohol.

The School will seek to provide guidance for members of staff on how to deal with incidents within the School involving drug use and the excessive consumption of alcohol.

### The Legal Context concerning Illegal Drugs

- The use and supply of illegal drugs is a criminal offence in the United Kingdom. The Misuse of Drugs Act 1971 is intended to prevent the non-medicinal use of medicinal drugs as well as drugs with no current medicinal uses. Drugs are categorised from Class A to Class C. Illegal drugs, for the purpose of the School's Pupil Drugs and Alcohol Policy, are defined in keeping with these three categories detailed in the Misuse of Drugs Act 1971, along with any substances used to create similar physiological effects.
- Alcohol Licensing Act 2003 (which came into effect in November 2005) - License holders have a legal duty to manage premises and events responsibly and have the authority to ban individuals from areas where alcohol is on sale if their behaviour is antisocial.

### The School's Legal Responsibility

Under the Misuse of Drugs Act, 1971, it is an offence for the occupier of premises or persons concerned in the management of premises to allow the supply, use, or production of drugs to take place on those premises. In addition the School has a legal responsibility to provide a safe and healthy environment for pupils, staff and visitors.

### Rationale

The purpose of this policy is to prevent pupils from abusing drugs (including energy drinks) and alcohol at any time and to ensure that pupils do not bring drugs (including tobacco and energy drinks) or alcohol into School, consume it illegally, buy or sell it or cause others to use it illegally,



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on school premises. Implicit in this policy is recognition of the Law and how it relates to drugs and alcohol and young people.

It recognises that drugs (including tobacco and energy drinks) and alcohol are widely available and are used by an increasing number of young people during the course of their secondary education and that this is a significant problem and source of worry to parents and staff, which must be faced squarely, both at home and at School.

### **Welfare and Support for Pupils**

Any student who is concerned about their use of drugs (including tobacco and energy drinks) or alcohol is encouraged to seek advice. Sources of advice include: Form Tutor, Head of Section, Head of Pastoral Care, Pastoral Mentor, Nurse, Head of Boarding and Welfare, Doctor or General Practitioner, School Counselling Service, External specialist drugs or alcohol agencies.

Details of support services where pupils can get confidential advice if they have an alcohol or drug related problem, or are seeking information, are displayed in the Medical department.

Reasonable absence for the purpose of seeking advice or receiving treatment will be treated in the same way as normal sickness. Subject to legal requirements, normal codes of confidentiality will be observed.

### **Guidelines for Dealing with Drug and Alcohol Related Incidents**

It is recognised that there is a broad range of possible drug (including tobacco and energy drinks) and alcohol related incidents, which vary according to, among other things, the nature of the evidence of use/misuse and according to the nature of the substance used/abused. The School's aim is to deal with all such incidents in a way that balances its legal, Health and Safety, welfare, educational and confidentiality responsibilities.

### **Different Types of Drug and Alcohol Related Incidents**

There are four broad types of drug and alcohol related incidents, as follows:

Emergency Intoxication/Influence - where intoxication/influence involves a perceived threat to the health, wellbeing and/or safety of the individual(s) involved and others.

Non-Emergency Intoxication/Influence - where no immediate danger is apparent.

Discovery - where an individual finds a pupil in possession of, or using what is thought to be, an illegal drug or drug-related paraphernalia.

Disclosure, Suspicion or Rumour - where an allegation is made by a third party that a pupil is misusing drugs (including tobacco and energy drinks) and/or alcohol, where this allegation may be substantiated by evidence.



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### Key Stages for Dealing with a Drug or Alcohol Related Incident

Each case will be handled differently, and may involve different personnel, but all will involve three key stages:

- Stage 1: Assessment of Incident and Immediate Action: a 'front-line' responsible person will make an initial assessment of the situation, and take any necessary immediate action. This action may involve, as appropriate, confiscation of suspicious substances, contacting external support services, and collecting of witness statements.
- Stage 2: Referral: the responsible person will refer the incident to the Director of Pastoral Care. Appropriate referrals will be enacted and disciplinary procedures commenced where deemed necessary. The Director of Pastoral Care is responsible for implementing the sanctions. The purpose of these sanctions is to act as a deterrent and to remove the means and the opportunity for further abuse.
- Stage 3: Recording: whilst the issue is being resolved, the general information about the case, will be recorded in writing using PASS and key personnel will be informed (Personal Tutor, Head of Section, Housemistress, Nurse).

The abuse of drugs (including tobacco and energy drinks) or alcohol is considered to be detrimental to the development and education of our young people and is likely to undermine their health, safety, independence, opportunities and respect for the law. Such abuse also damages the whole School community, by placing other pupils in a position where they may be exposed to temptation and to the risk of disciplinary action.

Implementation of this policy will be based on the trust that already exists between pupils, staff and parents and is seen as being in the interests of all pupils at Roedean Moira House. It is also intended to act as a very powerful deterrent which will, hopefully, encourage appropriate behaviour with regard to drugs and alcohol.

### Disciplinary Action

The School may take appropriate disciplinary action in the case of the use, possession or supply of illegal drugs, and also in the case of unacceptable behaviour arising from excessive consumption of alcohol. This may range from a verbal reprimand to permanent exclusion from the School.

Continued breaches of this policy must call the continuance of the pupil's education at School into some doubt. In such a situation, the Principal would maintain close communication with parents/guardians.

### Screening and Testing for misuse of Drugs

The School believes that the best hope of prevention of drug abuse lies in a strong health education programme and close co-operation between the personal tutor and parents. In our determination to keep classified and non-prescribed drugs out of Roedean Moira House, there is a sanctions policy on testing for drug abuse. The School occasionally carries out random sample screening which does not cause embarrassment by the very fact it is random. However, because the School has



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such a policy in place, it is its belief that this might make pupils review their temptation more closely. The School will also carry out drugs screening when there are grounds for concern. The School will endeavour to contact parents when there are such concerns.

For urine screening the following procedure will apply:

- The pupil concerned will be required to give urine so that screening can be carried out in the Medical Centre. If the pupil refuses to co-operate or attempts to provide a substitute sample supplied by somebody else, she will be excluded from the School.
- If the urine sample provided proves positive, the pupil will be asked to explain the results. The pupil will normally be excluded indefinitely from the School. Her form tutor will endeavour to provide her with guidance over work to be attempted at home.
- Irrespective of the outcome of the screening, there will be communication between the School and parents.
- In the rare situation that a pupil is screened positive but cannot explain the outcome, the School will provide the pupil with the opportunity to provide a second 'B' urine sample, which will be externally tested. If the second 'B' urine sample tests positive, the pupil will normally be excluded indefinitely from the School. Her Form tutor will endeavour to provide her with guidance over work to be attempted at home.
- If a pupil is screened/tested and it proves to be positive, the cost of the testing will be paid by the parents.
- If screening or testing proves positive, members of staff responsible for dealing with the pupil, and the School will consider all the circumstances of the case. In some circumstances, especially where the provision of sale of drugs to others is in question, the School may ask for the withdrawal of the pupil from School. In other cases, the School may consider re-admission of the pupil after suitable counselling has been arranged, and the pupil has demonstrated her goodwill. If the pupil is re-admitted to the School, further counselling at the expense of her parents may be insisted upon.
- A pupil, who has been suspended from the School for a drugs offence and re-admitted, will be asked to co-operate with further screenings for drug abuse, at irregular intervals. If the screening/testing again produces a positive result, the pupil will be excluded from the School again and it is probable that the School will ask for her withdrawal.

We hope that this combines the necessary firmness of discipline with compassion for human error and an understanding of the temptations among which children have to live in an increasing drug-culture society. We also hope that parents support the School in this direction because its aim is to protect the pupils from the inroad of this menace.

### Related policies and documents

This policy should be read in conjunction with the following policies and documents:

Employee Handbook  
Staff Handbook  
Code of Conduct for Employees  
Health Safety Handbook  
Boarding Staff Handbook  
National Minimum Standards for Boarding Schools  
ISI Handbook for the Inspection of Schools, Regulatory Requirements  
Teachers' Standards



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Departmental Handbook  
Keeping Children Safe in Education  
Safeguarding Policy  
Pastoral Care Policy  
Complaints Policy (Parents)  
Complaints Policy (Pupils)

POLICY REVIEWED BY SCHOOL: May 2018

POLICY REVIEWED BY SCHOOL COUNCIL: June 2017

NEXT REVIEW: June 2019