Drugs Policy 2025-2026

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Approved by the Board of Governors
August 2025
Date of next review:
July 2026

MORE HOUSE SCHOOL
KNIGHTSBRIDGE

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Introduction

The purpose of this policy is to inform all members of the School community how drug education and drug-related incidents are dealt with. As a School we have the interests of all pupils and staff well-being at heart. The School aims to provide for the social and emotional wellbeing and development of pupils and staff through tolerance, justice and openness in an environment where all are equally valued and where individual rights and dignity are respected. *The School aims to* develop inspiring and successful young women by fostering commitment, integrity, and compassion.

The School acknowledges its legal duties under the Equality Act 2010 in relation to all protected groups, including SEND (Special Educational Needs and Disabilities) and will always take their individual circumstances into account. It is our aim to help all students to be able to take their place safely in a world and make informed choices.

Definitions

The definition of a drug given by the United Nations office on Drugs and Crime is: “A substance people take to change the way they feel, think or behave”. Here, “drugs” and “drug education” is used to refer to:

- all illegal drugs (those controlled by the Misuse of Drugs Act 1971);
- all legal drugs, including alcohol, tobacco, e-cigarettes and vapes, volatile substances (those giving off a gas or vapour which can be inhaled), ketamine, khat, alkyl nitrites (known as poppers) and new psychoactive drugs (‘legal highs’);
- all over-the-counter and prescription medicines, and
- all drugs paraphernalia including pipes, cigarette papers, filters, grinders etc.

Education and Prevention

We recognise that along with parents and other agencies, the School can enable pupils to understand how drugs can benefit or harm individuals and communities.

Our programme of Personal, Social and Health Education (PSHE) covers drugs and how to make informed decisions. The effects of drugs, good and adverse, are also covered in the science curriculum. This combination of approaches seeks to:

- enable our pupils to make responsible, healthy and informed choices about the role drugs might play in their lifestyle, by acquiring sound information, exploring attitudes and values and by developing effective decision making and communication skills;
- promote self-esteem and a sense of worth in each pupil;
- increase awareness and understanding of possible legal, social, economic and

health consequences arising from the use and misuse of drugs, and
- enable pupils to identify sources of appropriate support.

We take a whole School approach in meeting the stated aims of this policy. This policy is overseen by the Head (or in the Head's absence, the Deputy Head) whilst direct responsibility for the PSHE programme and the use of outside speakers is the responsibility of the Head of PSHE and RSE.

School rules on Drugs:

- We condemn the misuse of drugs and the illegal supply of drugs by any member of the School community;
- All drugs covered by this policy, with the exception of reasonable quantities of prescribed medicines and drugs purchased over the counter from a pharmacy, are not permitted to be brought into, used, sold, passed on or otherwise obtained on School premises or during official School trips and activities;
- These rules apply equally to School staff and all other adults working in and for the School, apart from the appropriate use of alcohol at official School events and legal medical use of drugs.

Prescribed Medicines

- Pupils prescribed medicines/ over the counter medicines should be handed in to the Appointed Person for First Aid who will administer these if required;
- Further information can be found in the Administration of Medicine in School Policy (within the Health and Safety Policy).

Smoking

- School premises are a no smoking site at all times;
- Pupils are not permitted to bring to School smoking materials including matches and lighters;
- All E-Cigarette or Vaping products and paraphernalia, cigarettes and alcohol are also not permitted to be brought into, used, sold, passed on or otherwise obtained on school premises or during official School trips and activities.

Roles and Responsibilities

The Head

- The Head has overall responsibility for the implementation of the policy, for liaison with the Board of Governors, parents and external agencies as appropriate and for the training and support of staff;

- The Head must ensure that all pupils are aware of the policy and its implications, and
- The Head is responsible for liaising with the media, in conjunction with the Chair of Governors, when necessary.

Chair of the Board of Governors

In the event of a serious incident involving the misuse or supply of drugs, the Chair of the Board of Governors will work closely with the Head in taking any urgent action that may be required.

All Staff

All members of Staff must know the School's policy on drugs and acquire the necessary skills and knowledge to support its implementation.

Action To Be Taken In Incidents Involving Misuse of Drugs in School.

It is vitally important that the Staff, pupils and parents are clear about the action that will be taken in response to drug-related incidents.

1. Staff should ensure that all cases of misuse of drugs, or suspected misuse, are reported to the Head (or the Deputy Head if the Head is unavailable). This includes individual disclosing information about their drug use and student reports of parents, staff or other students using drugs;
2. In all instances involving substance misuse or supply on the School's premises, parents will be informed, and their cooperation sought;
3. The School will consider each drug incident separately and consider the appropriate response, bearing in mind the circumstances of the case and the need to balance the interests of the pupil, other members of the School and the wider community;
4. The Board of Governors believe that it is essential that parents and pupils are clear about the normal sanctions that will be applied in particular instances, as follows:

A pupil who supplies any illegal drugs or solvents on the School's premises, or during a School trip, will be permanently excluded for a first offence.
By 'supply', we include the selling of drugs on the premises (for money or free-of-charge), communicating with a drug dealer on behalf of another pupil of the School, introducing fellow pupils to a drug dealer, and any other instance of procuring illegal drugs for themselves or other pupils.

In the case of the supply of a drug which is legal (including over-the-counter drugs), the Head will assess the seriousness of the incident before deciding whether to exclude permanently, for a fixed period, or not at all. Before making a decision on exclusion, the Head will ensure that a satisfactory investigation has been carried

out.

A serious sanction will be issued if a pupil brings an illegal drug onto the School premises, a second offence will normally result in a permanent exclusion.

For a first offence, (to be determined by the Head after considering all the circumstances of the case).
The Head will also determine what support (which may include counselling) needs to be provided and/or other action needs to be taken during or after the exclusion.

For a second offence, the Head will determine whether a further fixed term exclusion is appropriate, or whether it is appropriate to exclude permanently. In coming to a decision the Head will take into account any medical/police/social service/ drug adviser reports that may be available and consider whether further support is appropriate.

Offences Outside the School

If a pupil is involved in a drug-related incident outside the School, the Head will assess the implications for the pupil and the School and determine the best course of action bearing in mind the interests of the pupil and the interests of the School and wider community. Exclusion would not normally be appropriate for a first outside-School offence.
The Head will consult the Police Liaison Officer or other agency, if appropriate, before making a decision.

Involvement of the Police

If a controlled drug is found on the School premises this will be delivered to the police as soon as possible. If a pupil is suspected of having or found with a controlled drug a second member of staff should be in attendance to witness any investigation.
Where the School suspects that drugs are being sold on the School's premises all relevant suspicions and information will be passed to the police.

In taking temporary possession and disposing of suspected controlled drugs Schools are advised in 'DfE and ACPO drug advice for schools' to:

- ensure that a second adult witness is present throughout;
- seal the sample in a plastic bag and include details of the date and time of the seizure/find and witness present;
- store the sample in a secure location, such as a safe or other lockable container with access limited to senior members of staff;
- notify the police without delay, who will collect it and then store or dispose of it in line with locally agreed protocols. The law does not require a school to divulge to the police the name of the pupil from whom the drugs were taken but it is advisable to do so;
- record full details of the incident, including the police incident reference number;

- inform parents/carers, unless this is not in the best interests of the pupil, and
- Identify any safeguarding concerns to the DSL.

Searching, screening and confiscation

Any prohibited items found in a pupil's possession will be confiscated. These items will not be returned to the pupil.

Searching and screening pupils is conducted in line with the DfE's latest guidance on searching, screening and confiscation.

Following a search, whether or not anything is found, the school will make a record of the person searched, the reason for the search, the time and the place, who was present and note the outcomes and any follow-up action.

Staff Training

The Head will ensure that Staff will receive appropriate training in drug education and the handling of any incidents that they might come across.
All Staff should know this School policy and be informed of any changes to it.

Associated Policies

- Safeguarding and Child Protection Policy
- E-Safety Policy
- Policy on Behaviour and Discipline
- Administration of Medicine in School
- PSHE Policy

Useful Organisations

- ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services. Tel: 020 3817 9410 Email: admin@adfam.org.uk Website: Adfam

- Alcohol Change uk works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems Tel: 020 3907 8480 Email: contact@alcoholchange.org.uk Website: Alcohol Change UK

- ASH (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco. Contact via website: Action on Smoking and Health (ASH)

- Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people. Tel: 01206 714 650 (general queries only) Email: info@coramclc.org.uk Website: CORAM

- Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm. Tel: 0300 123 1110 Website: Drinkaware

- Drinkline - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking. Tel: 0300 123 1110 (lines are open 24 hours a day)

- Drugwise is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service.

- 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: 0300 123 6600 Email: frank@talktofrank.com; Website: FRANK

- 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, and develops innovative projects. Tel: 0808 800 2222 Website: family lives

- Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse) A national charity providing information for teachers, other professionals, parents and young people. Call: 01785 817885. Website: Re-Solv

- Smokefree - NHS Smoking Helpline: 0300 123 1044; Website: Smokefree

- Stars National Initiative offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse. Website: Stars National Initiative

- 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: Youth Offending Teams