

# Alcohol, Smoking & Substance Abuse Policy

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## Preface

Guildhouse School London actively seeks to provide an environment where all members of the community are safe from harm. As such, Guildhouse School London aims to ensure that the community is protected, supported, and educated regarding drug related issues, which includes alcohol and nicotine.

Students are encouraged to respect their bodies and exercise control over what goes into them, in an informed and health promoting manner.

The school plays an important role in supporting and promoting attitudes, practices and understanding which encourage students to make informed decisions enabling them to choose a healthy lifestyle. We therefore strive to create an atmosphere in which students feel safe and able to discuss their problems and concerns, whilst developing an understanding of drugs and their use and misuse.

The school reserves the right to adopt a zero-tolerance policy in respect of the misuse and supply of drugs. The possession, use or supply of illegal and other unauthorised drugs (such as those which are legal in other countries but are controlled substances in the UK) within school boundaries is unacceptable - Illegal drugs have no place in Guildhouse School London.

In every case of an incident involving drugs or alcohol, the school's priority is the health and safety of the students and staff. If necessary, it should be dealt with as a medical emergency, administering any first aid and summoning appropriate support. Depending on the circumstances, parents or the police may need to be contacted. The Safeguarding Policy must be followed where relevant.

This policy has been developed with regard to Department for Education advice and guidance: DfE and ACPO drug advice for schools (2012) which is non-statutory and was produced to help answer some of the most common questions raised by school staff in this area.

## Purpose

This policy applies to staff, students, parents/carers and partner agencies working with the school on the premises and within the perimeters and includes:

- Journeys in school time
- Work experience
- Residential trips
- During the school day
- Outside of the school day and in all residential accommodation

The overall responsibility for all misuse of drug issues within the school lies with the Headteacher.

The Headteacher's responsibility includes overseeing the planning and co-ordination of drug education and the management of the misuse of drugs incidents in accordance with the procedure laid out in this policy.

All staff should be fully aware of the procedures for managing incidents, including whom they should inform and who has authority regarding issues such as searching school property and involving the police.

## Definitions

**A drug** is a substance people take to change the way they feel, think or behave. The term 'drugs' and 'drug education', unless otherwise stated, are used throughout this document to refer to all drugs:

- All illegal drugs (Misuse of Drugs Act 1971)
- All legal drugs\*, including alcohol, tobacco and volatile substances (those giving off a gas or vapour which can be inhaled)
- All over the counter and prescription medicines

\*CBD oil is a new supplement to the UK. This oil is an extract from the cannabis derivative, hemp, so it contains very small traces of THC (in the UK there is a threshold of permitted THC in CBD oil of 0.2%).

If a student is taking CBD oil, they won't experience any psychoactive effect and if they were to be drug tested, they will not give a positive result, so long as the recommended dose is adhered to.

The tests used at Guildhouse School London test for a minimum of 50ng/ml of THC, so any CBD oil bought legally in the UK would not show up in a test as the legal limit of THC allowed in CBD oil is 0.2%.

## Drug Education in the curriculum

Drug education is a major component of drug prevention.

Drug prevention aims to minimise the number of young people engaging in drug use, delay the age of onset of first use, reduce the harm caused by drugs, and enable those who have concerns about drugs to seek help.

The aim of drug education is to provide opportunities for students to develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions. Therefore, drug education at Guildhouse School London allows an opportunity for children/young people to

- Increase their knowledge, understanding and clarify misconceptions about the short and long-term effects and risks of drugs use
- Rules and laws relating to drugs
- Impact of drugs on individuals, families and communities
- Prevalence and acceptability of drug use among peers
- Complex moral, social and political issues surrounding drugs
- Develop their personal and social skills to make informed decisions and keep themselves safe and healthy, including:

- Assessing, avoiding and managing risk
- Communicating effectively
- Resisting pressures
- Finding information, help and advice
- Devising problem solving and coping strategies
- Developing self-awareness and self esteem
- Enable them to explore their own and other people's attitudes towards drugs, drug use and drug users, including challenging stereotypes, and exploring media and social influences.

Drug education is an entitlement for every student and is supported by Section 351, of the Education Act 1966 which requires every school to provide a balanced curriculum which:

- Promotes the spiritual, moral, cultural, mental and physical development of students at the school and of society.
- Prepares students at the school for the opportunities, responsibilities and experiences of adult life.

## Approach

Drug education will be taught in a safe, secure and supportive learning environment as part of the PSHE curriculum. Ground rules will be agreed, established and reviewed periodically through discussion with students.

Teachers may use a selection of active learning approaches, e.g., action research, mind-mapping, case studies, creative writing, literature, discussion, external contributors, drama visits, formal debate, group work, interactive ICT, local surveys, media analysis, peer education, questionnaires, role-play, simulations, structured games, theatre-in-education, video supported by follow-up discussion etc.

External contributors are vetted in accordance with the Visiting Speakers Policy.

A copy of this policy will be made available to all outside speakers via the school website.

### All students should be able to:

- Seek help if they have a problem. Within the school and accommodation help is available from the Welfare team (including the school Nurse and student wellbeing Counsellor), teachers and House Parents
- Encourage other students to seek help if they have a problem
- Access information about the effects of misuse on other people and on the quality of their own study/work
- Alert appropriate members of staff to any problems they see developing within the school, particularly where legal or health and safety obligations are paramount

- Co-operate with any investigation of suspected misuse
- Seek help or advice if they have been asked, or if they seek help voluntarily, to co-operate fully with the support and advice offered

#### **Staff should:**

- Offer information and advice concerning the services available to students who are experiencing misuse problems
- Support and offer educational events, awareness campaigns and activities that promote health and wellbeing in conjunction with other departments
- Encourage a positive approach to health and wellbeing through sport, recreation and other activities
- Ensure there is no misuse of or pressure to misuse, drugs/alcohol at any time but particularly at social functions or presentations:
  - If provision of alcohol on these occasions is allowed, then it should be moderate and plenty of non-alcoholic drinks should be available
  - Publicity for social events must not focus on alcohol or encourage its misuse

## **The role of the Police**

#### **Legal Drugs:**

The police will not expect to be routinely involved in incidents involving legal drugs, but the school will inform the police about the inappropriate sale or supply of tobacco, alcohol or volatile substances to students in the local area.

#### **Illegal Drugs:**

Guildhouse School London has no legal obligation to report an incident involving drugs to the police. Nevertheless, not informing the police may prove to be counter-productive for the school and wider community so the school may choose to do so. The police should, however, be involved in the disposal of suspected illegal drugs.

#### **Police Interviews:**

In the event of a student being arrested, a responsible adult needs to be present with the student.

#### **Searches**

All searches will be conducted under the guidance of the Screening, Searching and Confiscation as detailed in the school's Student Behaviour Policy.

## **Responding to drug incidents**

Drug incidents may include:

- A student, parent/carer or staff member (including volunteers and governors) is thought to be under the influence of drugs/alcohol.

- A student is found in possession of drugs or associated paraphernalia
- A student is found to be supplying drugs/alcohol on school premises (friends sharing drugs, student being coerced to supply drugs, a group of friends taking it in turns to bring drugs in for their own use)
- A student discloses that they or a family member/friend are misusing drugs
- Drugs or associated paraphernalia found on school premises
- A student demonstrates, perhaps through actions or play, an inappropriate level of knowledge for their age
- A staff member has information that the sale/supply of drugs is taking place in the local area

These incidents will initially be treated as a safeguarding concern and should be reported as such. Actions taken should align with safeguarding considerations.

The school reserves the right to administer a drugs test without warning if a student is suspected of having consumed any drugs.

## Immediate action to take when there is a suspicion that a student may have consumed drugs/alcohol

During Boarding hours, the AHT B&IA / House Leader must assess whether the student or staff are at risk. If the student is at risk, then they must immediately remove the student from the area of risk, wherever possible.

If it is not possible then the AHT B&IA/ House Leader should immediately call the Headteacher.

In cases of suspected alcohol consumption, the student should be breathalysed to better assess the level of consumption and actions then taken in accordance with the table shown in **Appendix 2**.

Should a student refuse to be breathalysed the AHT B&IA/House Leader should consider whether to take actions in line with the highest levels of consumption. During daytime hours any concerns should be reported as with any student welfare concern by informing the DSL or a Deputy DSL.

## Follow on actions

A careful investigation will take place to judge the nature and seriousness of each incident, the needs of those involved and the most appropriate response. For example:

- What does the student have to say?
- What do any witnesses have to say?
- Is this a one-off incident or longer-term situation?
- Is the drug legal or illegal?
- What quantity of the drug was involved?
- What was the student's motivation?

- Is the student knowledgeable and careful/reckless as to their own and others' safety
- how was the drug being used?
- What is/ are the student/s home circumstances?
- Does the student know and understand the school policy and school rules?
- Where does the incident appear on a scale from 'possession of a small quantity' to 'persistent supply for profit'?
- If supply of illegal drugs is suspected, how much was supplied, and was the student coerced into the supply role, were they 'the one whose turn it was' to buy for others, or is there evidence of organised or habitual supply?

If during the investigation the school decides that the police should be involved, they should cease investigation immediately in order to enable the police to conduct a full detailed enquiry.

Any response will balance the needs of the individual with those of the wider school community and aim to provide students with the opportunity to learn from their mistakes and develop as individuals.

If because of a misuse problem (or for any other reason) a student acts in such a way as to endanger him/herself and/or others, the school will take corrective action to prevent injury/ damage or other serious risk. In this situation a dependency issue may be considered, but it will not automatically exempt the student concerned from the normal consequences of his/her serious misconduct.

Possible responses include:

- Early intervention and targeted prevention
- Referral
- Counselling
- Behaviour support plans
- Inter-agency programmes
- Fixed-period exclusion
- Pastoral support programmes
- A managed move
- Permanent exclusion

Some responses may serve to enforce and reinforce school rules. Any sanctions will always be justifiable in terms of:

- The seriousness of the incident
- The identified need of the student and the wider school community
- Consistency with published school rules, codes, and expectations



- Consistency with disciplinary action for breaches of other school rules (such as theft, violence, bullying etc.)

All students are to be made aware each year that Guildhouse School London reserves the right to impose a zero-tolerance policy towards drug use.

Any student who has been found in possession of or using illegal drugs may be permanently excluded. Should a student be allowed to return it will be on strict conditions which may include additional counselling and drugs testing.

## **Parents/ Carers under the influence of drugs on School premises**

When a member of staff suspects that they are dealing with parents/carers under the influence of drugs on school premises, staff should attempt to maintain a calm atmosphere. In such instances, a member of the welfare team or a member of the senior management team must be called to discuss with the parent/carer if alternative arrangements can be made.

The focus for staff will always be the maintenance of the child's welfare, as opposed to the moderation of parent's/carer's behaviour. Any incident involving concern for the safety of a child must be treated as a safeguarding concern and staff must follow the school Safeguarding Policy.

## **Staff conduct and drugs**

Refer to the staff Substance Misuse Policy for further details.

- Tobacco – Guildhouse School Buildings are 'no smoking' areas.
- Alcohol –There should be no consumption of alcohol by any staff during the working day, or while they have care of children/young people, for example in boarding houses or on school trips.
- Staff misuse/abuse – if this is known or suspected the appropriate staff policy and procedures should be followed.

## **The Need of Students**

The school will ensure that students have access to up-to-date information on sources of help. Local and national help lines, youth and community services and drug/health services will be prominently displayed so that those in need of help and who are reluctant to approach school staff can easily access it.

Drug education programmes will also include details of services and help lines, explaining how they work and developing student confidence in using them. Smoking & Vaping, Drugs and Alcohol will be covered in the school's PSHE Programme.

## **Confidentiality**

The school will ensure that confidentiality is respected and share information on a need-to-know basis. That being said, the welfare of individuals is always the main priority and therefore will override confidentiality if required.

## Appendices

### Appendix 1: External Agencies (National)

Drugs	Smoking	Alcohol
<b>National drugs helpline</b> 0800 776 600 (24 hour)	<b>Smoking-Help</b> 0800 0 599 881	<b>Alcohol Change</b> 020 3907 8480 www.alcoholchange.org.uk
<b>Drugscope</b> Information 020 7234 9730 www.drugscope.org.uk	<b>NHS helpline</b> 111	<b>Drinkaware</b> 020 7504 8217 (24-hour free helpline)
<b>Re-solv</b> 01785 810 762 Information service on all aspects of solvent abuse		<b>Al –Anon</b> 0800 0086 811 Gives free confidential advice and support to people who must live with someone else's drinking
<b>Adfam</b> 020 3817 9410 Gives free confidential advice and support to friends and family of drug users		
<b>FRANK</b> 0300 1236600 www.talktofrank.com		

## Appendix 2: GUIDE TO AND ACTIONS IN LIGHT OF BREATH ALCOHOL CONTENT (BRAC)

If the reading is:

- $\text{mg}/1 = .10$  = Drinkers begin to feel moderate effects.
- $\text{mg}/1 = .20$  = Most people begin to feel relaxed, mildly euphoric, sociable, and talkative.
- $\text{mg}/1 = .25$  = Judgment, attention, and control are somewhat impaired. Ability to drive safely begins to be limited. Sensory-motor and finer performance are impaired. People are less able to make rational decisions about their capabilities (for example, about driving.)
- $\text{mg}/1 = .35$  = This is legal level for intoxication in the UK. There is a definite impairment of muscle coordination and driving skills.

**Students should be informed of school rules/ procedure and sent to room for the rest of the evening. Monitored and checked again in 1-hours' time.**

If the reading is:

- $\text{mg}/1 = .45$  = This is legally drunk. There is a clear deterioration of reaction time and control.
- $\text{mg}/1 = .50-.70$  = Vomiting usually occurs, unless this level is reached slowly, or a person has developed a tolerance to alcohol. Drinkers are drowsy.

*Drinkers display emotional instability, loss of critical judgment, impairment of perception, memory, and comprehension. Lack of sensor-motor coordination and impaired balance are typical. Decreased sensory responses and increased reaction times develop. The vision is significantly impaired, including limited ability to see detail, peripheral vision, and slower glare recovery.*

**Student should be escorted to their room and asked to remain there for the rest of the evening. Monitored and checked again in 1-hours' time.**

If the reading is:

- $\text{mg}/1 = .70$  = This level means the equivalent of 1/2 pint of whiskey is circulating in the blood stream.
- $\text{mg}/1 = .80-1.20$  = Drinkers are disoriented, confused, dizzy, and have exaggerated emotional states. Vision is disturbed, as is perception of colour, form, motion, and dimensions.

*Drinkers have increased pain threshold and lack of muscular coordination. Drinkers stagger or lose the ability to walk and have slurred speech. Apathy and lethargy are typical.*

**Student should be escorted to their room and asked to remain there for the rest of the evening. Monitored and checked hourly throughout the night.**

**If condition worsens - Emergency services need to be called.**

If the reading is:

- $\text{mg}/1 = 1.20 - 1.40$  = Drinkers display general inertia, near total loss of motor functions, little response to stimuli, inability to stand or walk, vomiting, and incontinence. Drinkers may lose consciousness or fall into a stupor.
- $\text{mg}/1 = 1.40$  and over = Symptoms are complete unconsciousness, depressed or absent reflexes, subnormal body temperature, incontinence, and impairment of circulation and respiration.

*Death may occur at 1.60 or higher.*

**Emergency services need to be called and advice from them documented and followed.**



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