



Drugs Policy:

Policy Lead:	Mrs Darling
Last Review Date:	January 2025
Next review date:	January 2026
Approval needed by:	Local Governing Board

Congleton High School actively seeks to provide an environment where all members of the community are safe from harm. It is our aim to help all students to be able to take their place safely in a world where a wide range of drugs exist.

Aims of this policy:-

- To clarify the legal requirements and responsibilities of the school.
- To reinforce and safeguard the health and safety of students and the whole school community.
- To clarify the school's approach to drugs for all staff, students, governors, parents/carers, external agencies and the wider community.
- To give guidance on developing, implementing and monitoring the drug education programme.
- To clarify the procedures for responding to and managing any drug-related incidents that may occur so that they are managed with confidence and consistency and in the best interests of those involved.
- To ensure that the response to incidents involving drugs and the drug education programme complement the values and ethos of the school.
- To provide a basis for evaluating the effectiveness of the school drug education programme and the management of incidents involving illegal and other unauthorised drugs.
- To reinforce the role of the school in contributing to local and national strategies.

Policy context

- Other related policies and documents include:
- [Searching, Screening and Confiscation](#)
- [Advice template](#) DfE and ACPO drug advice for schools
- [Keeping children safe in education 2024](#)
- RBFL policy
- Safeguarding Policy.
- PSHE/RSE (PD) policy.
- Health and Safety Policy.
- Equal Opportunities Policy.
- School Visits.
- Medicines in school policy.
- Staff Code of Conduct.

Where and to whom the policy applies

This policy applies to all school staff, students, parents/carers, governors and other partner agencies working with the school. The policy applies to the school premises, the school day, while travelling to and from school, journeys in school time, work experience, day and residential trips, being identifiable as a CHS student and when the school is deemed to be in loco parentis.

Definition of a drug

A drug is a substance that affects the way in which the body functions physically, emotionally or mentally. For purposes of this policy, by 'drugs' we are referring to illegal substances and also legal substances such as: alcohol, tobacco, volatile substances, over the counter or prescription medicines and new psychoactive substances. Drug paraphernalia refers to any material, equipment, or product that is used to manufacture, compound, conceal, produce, process, prepare, or administer a drug. This includes using or adapting everyday household items for these purposes. Drugs Paraphernalia may include items such as cannabis grinders, rolling papers, filters, matches, lighters, bongs and pipes. This is not an exhaustive list.

Alcohol

No alcohol may be brought on to school premises or consumed during the course of a school day. Any adult (or staff, students, parents, carers and visitors) under the effects of alcohol will be asked to leave the premises and return at a later date for the safety of the whole school. Parents will be asked to collect their children from the school and will be encouraged to seek immediate medical support.

- Smoking and vaping on School premises- CHS is a no smoking site at all times. Students are not permitted to bring to school smoking materials, including matches and lighters. In the interests of health and safety, should a student be found in possession of any of these on school premises, they will be confiscated and parents informed.
- Illegal drugs and “psychoactive substances” No illegal drugs, new psychoactive substances or Drugs Paraphernalia are allowed to be brought on to or used on school premises. Bringing any such items onto school premises is considered a serious breach of this drugs policy. Seeking to influence or glamorise illegal drug use or the use of psychoactive substances either in person on school premises or via social networking sites is also considered a serious breach of this drugs policy.
- Solvents The school will ensure that potentially hazardous substances it authorises are stored safely, and students will be supervised if it is necessary that they come into contact with them in the course of their work. Students are not permitted to be in possession of solvents. Bringing solvents or hazardous substances onto school premises is considered a serious breach of this drugs policy.

Medicines

The school recognises that there are instances where other non-controlled drugs may legitimately be in school.

Some students may require medicines that have been prescribed for their medical condition during the school day. Staffing, administration, storage and record keeping procedures are all clearly set out in the Administration and Medication Policy.

The Administration and Medication Policy also sets out the circumstances in which a student may take non-prescribed/over-the-counter medicines, such as those providing relief from period pains or hay fever. School staff do not give non-prescribed medication to students unless supplied with written authorisation by parent/carer.

Drugs Education

Drugs education is a major component of drug prevention. At CHS, this is achieved via Curriculum time (including Science, RE, PE lessons for example) and also through Personal Development lessons (PSHE/RSE), assemblies, guest speakers, school visits and communication with parents/carers and external support and intervention agencies. All PSHE/RSE curriculum plans have their foundation in resources provided by the PSHE association. Responsibility for this programme lies with the Deputy Headteacher & DSL (Pastoral). Further details can be found here - <https://pshe-association.org.uk/curriculum-and-resources/resources/drug-and-alcohol-education---lesson-plans>

The following aims of drug education at CHS will be consistent with the values and ethos of the school and laws of society as well as being appropriate to the age, ability and maturity of the students, and relevant to their particular circumstances:-

- To increase students' knowledge and understanding and clarify misconceptions about - the short and long-term effects and risks of drugs - the rules and laws relating to drugs - the impact of drugs on individuals, families and communities - local and national use - the complex moral, social, emotional and political issues surrounding drugs - the risk associated with 'county lines' and gang-related drugs issues.
- To develop students' personal and social skills to make informed decisions and keep themselves safe and healthy, including - promoting positive attitudes to healthy lifestyles - assessing, avoiding and managing risk - communicating effectively - resisting pressures - finding information, help and advice -

devising problem-solving and coping strategies - developing and maintaining self-awareness and self-esteem in order to motivate them to value their welfare and conscientious care of themselves

- To enable students to explore their own and other peoples' attitudes towards drugs, drug use and drug users, including challenging stereotypes, and exploring media and social influences.
- To ensure that students have access to and knowledge of up-to-date information as sources of help. This includes local and national helplines (including FRANK for drugs, NHS Smoking Services for tobacco and Drinkline for alcohol), local youth and community services and drug services. These sources are used in addition to the school's own drug and alcohol education.

Responding to Drug Related Incidents

The school will respond to any drug relating incident including the following: -

- Finding drugs, or related paraphernalia, on school premises.
- Possession of drugs by an individual on school premises.
- Use of drugs by an individual on school premises.
- The supply of drugs on school premises.
- Individuals disclosing information about their drug use.
- Student reports of parents, staff or other students using drugs.
- Hiding drugs in or around school premises for later collection (either by themselves or by third parties).
- Glamourising or encouraging the use of drugs or other substances.

Individual exceptions will be made for students and staff who need to take prescribed medicine. Please refer to the school's Administration of Medication Policy.

Drugs on school premises

The legal definition of school premises includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles, boats, marquees or any venue managed by the school at the time e.g. premises of a school trip or visit.

The school may also impose sanctions on a student for misusing drugs at any time, whether or not the conditions above apply, if the misuse: -

- Could affect the orderly running of the school.
- Poses a threat to another student or member of the public.
- Could adversely affect the reputation of the school.

Any response to drug related incidents needs to balance the needs of the individual student concerned with the wider school community. Exclusion from school is not an automatic response to a drug incident but permanent exclusion is considered in serious cases where:

- There is a serious breach or persistent breaches of our Drugs and/or Behaviour Policies and
- Allowing a student to remain in Congleton High School would seriously harm the education, safety or welfare of the student or others in the school.

TARIFF FOR DRUG RELATED INCIDENTS

Please see tables on the following pages for tariffs relating to drug related incidents. Please note this is for guidance only and contextual information will be taken into account before a consequence is agreed upon.

Incident	First Occasion	Second Occasion	Third Occasion	Fourth Occasion
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Possession of Class C Drugs	<ul style="list-style-type: none"> Up to a maximum of 5 days suspension. Assessment of situation and student commitment to cooperate . Further risk assessment for school (eg to ensure curriculum/pastoral programmes address issues raised). Incident logged. Parents and student understand legal position from Headteacher. Consequences of 2nd offence made clear. Medical attention/support sought. 	<ul style="list-style-type: none"> Depending on circumstances suspension of possible permanent exclusion. Medical attention/Intervention. 	<input type="checkbox"/> Permanent exclusion. <input type="checkbox"/> Medical attention/Intervention.	
Possession of alcohol or supplying	<ul style="list-style-type: none"> Substance confiscated. Parents phoned and letter home. Incident logged. Up to maximum of 5 days suspension. Medical attention/support sought. 	<ul style="list-style-type: none"> Substance confiscated. Parents called to collect student. Up to a maximum of 5 days suspension. Risk assessment for student and school. Possible behaviour/health intervention. Contractual agreement with parents and student. Medical attention/Intervention. 	<ul style="list-style-type: none"> Further risk assessment and behaviour assessment. Suspension or Permanent exclusion. Medical attention/Intervention . 	
Possession of cigarettes and vapour machines	<ul style="list-style-type: none"> Items confiscated. Parents notified. C4. Medical attention/support sought. 	<ul style="list-style-type: none"> Items confiscated and returned directly to parents. Parents notified and medical attention sought (school nurse). C5. Risk assessment and behaviour plan drawn up. 	<ul style="list-style-type: none"> Items confiscated. Parents notified. Medical attention/intervention . Update risk assessment and behaviour plan. Suspension. 	<ul style="list-style-type: none"> Items confiscated. Parents notified. Suspension or alternative provision. The headteacher reserves the right to exclude any student for repeated offences.

Incident	First Occasion	Second Occasion	Third Occasion	Fourth Occasion
Possession of suspected Class A or B Drug	<ul style="list-style-type: none"> Substance confiscated. Parents and Police contacted. Suspension whilst substance verified/pastoral intervention negotiated. Risk assessment for student and school. Substance verified: fixed term or permanent exclusion. 	Permanent exclusion.		
Social Supply Illegal Drug	<ul style="list-style-type: none"> Substance confiscated. Parents contacted and Police, if appropriate. Risk assessment for student (s) and others in school. Investigation into any network of illegal drug use. 5 day suspension whilst intervention negotiated. Possible permanent exclusion after 	Permanent exclusion.		

	assessment and investigation.			
Dealing for profit	<ul style="list-style-type: none"> • Substance confiscated. • Parents and Police contacted. • Permanent exclusion. 			

A member of the SLT will (normally) be responsible for co-ordinating the management of drug-related incidents, offering sources of support and liaising with outside agencies. Incidents will be dealt with after making an assessment of the situation and will be reported to the Headteacher. All incidents and responses will be recorded within 24 hours.

MANAGEMENT OF DRUG RELATED INCIDENTS IN SCHOOL Personal Searches

- Personal searches will be conducted in such a way as to minimise potential embarrassment or distress.
- The school will ensure that a second adult witness of the same gender as the student is present wherever possible. If a student refuses to be searched, the school will consider whether to call the police.
- When a person is suspected of **concealing** illegal or other unauthorised drugs staff will carry out a personal search if the student agrees; this includes the searching of outer clothing and inside pockets, wands detection devices may be used to assess if a student has a prohibited item on their person. Every effort will be made to persuade the person to hand over voluntarily any prohibited items, in the presence of a second adult witness. Where the individual refuses and the school wishes to proceed along formal lines, then the police will be called.

Searches of School Property

- Staff may search school property, for example, students' lockers or desks if they believe drugs to be stored there. Prior consent will be sought, however individuals will be made aware that if consent is refused the school may proceed with a search. Where consent is refused, the school will balance the likelihood that an offence has been committed against the risk of infringing the individual's privacy without just cause.

Searches of Personal Property

- The school may search personal property with consent, including students' property stored within school property, for example a bag or pencil case within a locker. Prior consent will be sought, however, individuals will be made aware that if consent is refused, the school may still proceed with the search.

LEGAL POSITION/DISPOSAL OF DRUGS

The law permits school staff to take temporary possession of a substance suspected of being an illegal drug for the purposes of preventing an offence from being committed or continued in relation to that drug providing that all reasonable steps are being taken to destroy the drug or deliver it to a person lawfully entitled to take custody of it.

In taking temporary possession and disposing of suspected illegal drugs staff will: -

- 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 it in the school safe whilst the police are notified.
- Without delay notify the police, who will be asked to collect it and then store or dispose of it. The law does not require a school to divulge to the police the name of the student from whom the drugs were taken but in the case of an illegal drug will normally do so. Liaison will take place to ensure the safe disposal of any substances. Where a student is identified the police will be required to follow set internal procedures.

- Record full details of the incident on CPOMS, including notes of any discussions with students. These should include date, time, place and people present. The police incident reference number should also be included.
- Staff should not attempt to analyse or taste unknown substances. Police may advise on analysis and formal identification.

A member of the SLT will (normally) be responsible for co-ordinating the management of drug-related incidents, offering sources of support and liaising with outside agencies. Incidents will be dealt with after making an assessment of the situation and will be reported to the Headteacher. All incidents and responses will be recorded within 24 hours.

LEGAL DRUGS

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

ALCOHOL AND TOBACCO

Parents/carers will be informed that the alcohol/tobacco has been disposed of. In cases where a disciplinary proceeding is necessary, items will be disposed of once this has taken place.

VOLATILE SUBSTANCES

Given the level of danger posed by volatile substances, the school will arrange for their safe disposal via the Police.

MEDICINES

Parents/carers will be informed and will be asked to collect and dispose of unused or date-expired medicines. Further details are outlined in the medicines policy.

DISPOSAL OF DRUG PARAPHERNALIA

Needles and syringes found on school premises will be placed in a sturdy, secure container, using gloves. A sharps container is kept in the Medical Room for this purpose, out of reach of students. The disposal of other drug paraphernalia such as grinders and bongs etc; will be done through the police or other appropriate methods.

REFERRAL AND EXTERNAL SUPPORT

The Safeguarding and Senior Leadership Team are responsible for referral to external agencies.

CONFIDENTIALITY

Teachers cannot and should not promise total confidentiality. The boundaries of confidentiality should be made clear to students.

Teachers should fulfil their professional responsibilities in relation to: -

- Child protection/safeguarding.
- Co-operating with a police investigation.

INVOLVEMENT OF PARENTS/CARERS/VISITORS

Parents/carers are encouraged to approach the school if they are concerned about any issue related to drugs and their child and the school will refer parents/carers to other sources of help, for example, specialist drug agencies or family support groups, as required.

We will contact parents/carers if we suspect drugs are being used, even without concrete evidence. On occasion, a teacher may have concerns about discharging a student into the care of a parent/carer. In such instances, the school will discuss with the parent/carer if alternative arrangements could be made, for example asking another parent/carer to accompany the child home and may contact Social Services. This process will be done in conjunction with the school's safeguarding team.

THE ROLE OF THE GOVERNORS

The school governors will also be involved in disciplinary proceedings as appropriate.

REVIEWING AND EVALUATING POLICIES

Within our regular reviews, we will monitor and assess the effectiveness of our policies and strategies in: -

- increasing awareness of the risks and consequences of drug misuse;
- teaching students the skills to resist the pressure to misuse drugs;
- helping to make the misuse of drugs less culturally acceptable;
- promoting healthy lifestyles;
- ensuring that those most at risk receive appropriate and specific intervention.

Links to supportive information for children and families

[Honest information about drugs | FRANK](#)

[DrugWise](#)

[Drug addiction: getting help - NHS](#)

[Find drug and alcohol support near you | FRANK](#)

[FRANK – Support near you – England](#) – A searchable database of local and national services that provide counselling and treatment in England. FRANK also offers a live [chat facility on their website](#), email support, an SMS number – 82111 and a 24 hour telephone helpline – 0300 123 6600.

[NHS Choices: Find a drug treatment service](#) – Enables you to search for a service by your town or postcode.

[DDN: A free resource providing information on residential treatment options](#)

[SDF: Scottish drugs services directory](#)

[Wales: Drug and Alcohol Helpline](#)

[Northern Ireland: Drug and Alcohol directories of services](#)

[FRANK](#) – Confidential advice on drugs can be obtained by telephone – 24 hours a day, 7 days a week – on **0300 123 6600**, text on **82111**, **email**, or **live chat**, which operates from 2pm – 6pm, 7 days a week.

[Narcotics Anonymous \(NA\)](#) – (Peer support) NA members support each other to stay drug free and to help others achieve and maintain a drug free recovery and lifestyle, often through regular meetings. They have a helpline that is open 10am – midnight every day on **0300 999 1212**.

[Cocaine Anonymous](#) – (Peer support) Cocaine Anonymous describes itself as a fellowship of people sharing their experience, strength and hope so that they may help themselves and others to recover from their addiction. Their helpline is open 10am – 10pm every day on **0800 612 0225**.

[Alcoholics Anonymous \(AA\)](#) – (Peer support) AA is concerned with the personal recovery and continued sobriety of individual alcoholics who turn to the Fellowship for help. They have a helpline that is open from 10am – 10pm every day on **0800 917 7650**.

[DrugFAM](#) – DrugFAM is there to support families, friends, partners and significant others coping with a loved one's addiction to drugs, alcohol or gambling. They also support those bereaved by drugs, alcohol and related causes. Their helpline is available on **0207 4984 680** from 9am – 9pm every day.

[Adfam](#) – Adfam has a [database of family support services](#). They also currently offer one to one remote support sessions via Zoom or phone to adults across the UK affected by someone else's substance use.

[DrugFAM](#) – DrugFAM is there to support families, friends, partners and significant others coping with a loved one's addiction to drugs, alcohol or gambling. They also support those bereaved by drugs, alcohol and related causes. Their helpline is available on **0207 4984 680** from 9am – 9pm every day.

[Nacoa](#): Nacoa provides information, [advice and support](#) for everyone affected by a parent's drinking

[Kinship](#) – This organisation provides help and support for all kinship carers – the grandparents, siblings, aunts, uncles, and family friends who step up to raise children when their parents can't.