

# WOLVERHAMPTON GRAMMAR SCHOOL

## DRUGS AND ALCOHOL POLICY (PUPILS)

### Definitions

The term 'drugs' is defined as 'any substance taken to change the way a person feels, thinks or behaves' and so includes illegal drugs, alcohol, legal drugs, so called "legal highs", new psychoactive substances (NPS) and medicines.

The School condemns the misuse of drugs and alcohol, and the supply of illegal substances. In its responses to drug misuse and in the education it provides about drugs and alcohol, the School broadly follows the guidance provided by the DfE and ACPO Drug advice for schools September 2012.

Drugs and alcohol education at WGS endeavours to give factual information about drugs and alcohol, and the consequences of their use. Drug education follows the guidelines given in the National Curriculum for PSHE and Science. (See [PSHE/Wellbeing](#) programme and Biology scheme of work in Year 9 "The use and abuse of drugs").

Through specific education in [PSHE/Wellbeing](#) and other areas of the curriculum we aim to help pupils to make balanced and informed judgements about drugs and alcohol, and to develop the attitudes and skills they need to avoid their misuse.

The School believes that all pupils, staff and parents have a duty to take action when they learn of the misuse of drugs and alcohol.

Pupils should not be in possession of, or use/deal/give away, any drugs (as defined above and including both legal and illegal drugs), alcohol or other illegal substances when at school or elsewhere when wearing School uniform or otherwise clearly identified with the School (e.g. on school trips, fixtures or representing the School).

Pupils are also not permitted to smoke on site (using tobacco products, e-cigarettes or vaping materials) nor should they be in possession of tobacco products, e-cigarettes or vaping materials at school or elsewhere when wearing School uniform or are otherwise clearly identified with the School (e.g. on school trips, fixtures or representing the School). Pupils who are found smoking (tobacco, e-cigarettes or vaping materials (regardless of nicotine or non-nicotine content)) on site or to be in possession of tobacco products, e-cigarettes or vaping materials will be subject to the school's behaviour management policy and a relevant sanction will be enforced. Any pupil discovered to be dealing in (or giving away) tobacco, e-cigarettes or vaping materials will also be subject to the school's behaviour management policy and a relevant sanction will be enforced. Any items found or involved on the School site will be destroyed.

**For pupils:** If you (or a parent or another pupil on your behalf) genuinely seek help with a drugs or alcohol related matter, you will be dealt with in a non-disciplinary manner. The School will try to give you help, support and advice. We will treat any conversation or information you give with complete discretion and will not share it indiscriminately. We may have to share information, only on a 'need to know' basis, so that other professionals can take appropriate action.

**Except in the above circumstances:**

- **if you are discovered dealing in (or giving away) controlled drugs or “legal highs”, or being in possession of them with intent to deal, you will be permanently excluded.**
- **if you are found to be using, in possession of, under the influence of, or providing others with controlled drugs, “legal highs” or alcohol at school, or when identified with the School, you can expect to be permanently excluded.**

The School will thoroughly investigate suspicions of drug and alcohol misuse and possession within school and will deal with them in a similar manner.

Where a student is reasonably suspected of having illegal drugs, alcohol, legal drugs, so called “legal highs”, new psychoactive substances (NPS), medicine, tobacco, e-cigarettes or vaping materials in their possession whilst at school then a search will be carried out as per the Behaviour Management Policy.

In the event that any controlled drugs are discovered then the following procedure will be followed (as per DfE guidance):

- In taking temporary possession and disposing of suspected controlled drugs schools are advised 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 it 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;
  - identify any safeguarding concerns and develop a support and/or disciplinary response.

**Useful organisations.**

With You support/advice for addiction [www.wearewithyou.org.uk](http://www.wearewithyou.org.uk)

Adfam support and advice for families [www.adfam.org.uk](http://www.adfam.org.uk)

Alcohol concern [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)

Frank raising awareness and providing support [www.talktofrank.com](http://www.talktofrank.com)

24 hour helpline 0300 123 6600

**Please also refer to the following policies:**

Safeguarding Policy - website	Wellbeing Policy - website
Behaviour Management Policy - website	

### **Monitoring and Evaluation of this policy**

The school monitors and evaluates its behaviour management policy and procedures through the following activities:

- Annual Governing body audit
- Senior Leadership Team discussion
- Regular scrutiny of concerns and complaints records by SMT and Board of Directors

TRH  
August 2023

Next Review:  
August 2024

## Drugs and Alcohol Policy & Staff Guidelines

See below for guidance issued to staff.

### WGS Staff Guidelines on Drug related matters

#### **If a pupil asks for your help with a drug or alcohol related matter:**

- Explain the limits of confidentiality: you cannot promise not to tell anyone.  
*Any conversation or information will be treated with complete privacy and will not be shared indiscriminately. Information may be shared, only on a 'need to know' basis, to enable action to be taken by other professionals.*
- Listen to the pupil
- Recommend counselling to the pupil (either internal or with an outside agency - via FRANK website)
- Inform the Head
- You may feel the need to seek advice and guidance from other members of staff

#### **If a concerned parent or pupil approaches you seeking help for a pupil concerning a drug or alcohol related matter:**

- Notify the Head immediately

#### **If a pupil is discovered in possession/using/under the influence of storing, selling or inciting the use of drugs or alcohol whilst associated with the School:**

- Drugs or alcohol should be confiscated and secured in a plastic bag, date and time recorded (see procedure outlined above)
- Witnessed by another member of staff and placed in the safe – notify the Police
- Pupils should be isolated and referred immediately to the Head (or Deputy if absent)

#### **If there is a suspicion of a pupil's involvement with the misuse of drugs or alcohol:**

- When warning signs are observed (as given on the FRANK website: <https://www.talktofrank.com/get-help/concerned-about-a-child#how-to-tell-if-your-child-is-doing-drugs>) these should be recorded.
- If a pattern emerges or an informer gives information about a pupil, the Head should be notified immediately

#### **If a member of staff has a drug or alcohol related problem:**

- They are urged to speak to the Head and to arrange a consultation with an Occupational Physician.
- Members of staff are asked to be sensitive to such signs in their colleagues.
- The first approach should be to discuss the problem with the colleague, if he or she is willing to do so, and to urge them to seek appropriate support and help.
- The School will always do its utmost to provide support and help and is able to arrange access to an independent counselling service.
- All matters will be treated in confidence.