



ABINGDON

Policy on Drugs and Substances

Abingdon School aims to educate pupils about the dangers of substance abuse. We are a drug and smoke free workplace. The designated member of staff with responsibility for the drug policy and all drug issues within the school is

Deputy Head (Pastoral)

Mark Hindley

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This policy should be read in conjunction with the Search Policy, Alcohol Policy, Smoking Policy, and the Safeguarding Policy. We have adopted, as appropriate, the guidance given in the [DfE and ACPO drug advice for schools](#).

Scope

1. *Applications:* This policy relates to the misuse of controlled drugs and other substances and applies to all pupils at Abingdon School. It applies at all times, including holidays, whether or not the pupil is in the care of the School. This policy is not applicable to staff: all Foundation staff must behave in a way that is commensurate with the terms and conditions of their employment. Any issues which involved drug or substance abuse would result in disciplinary proceedings according to the terms and conditions of their employment, both as specified in their contracts and any implied contracts.
2. *Drugs and Substances:* These expressions refer to the possession, use and supply of controlled drugs and the paraphernalia of drugs or substances intended to resemble drugs, such as “legal highs” or “legal” drugs which can be obtained from a chemist shop, performance enhancing drugs, anabolic steroids, volatile substances, glue and other substances held or supplied in each case for the purposes of misuse.

Aims and Policies

3. *Prevention:* The central aim of this policy is to keep drugs out of Abingdon School. We aim to do so by means of education, pastoral care, detection of users and a sanctions’ policy.
4. *Education:* We educate pupils to understand that the use of illegal drugs is or may be a criminal offence and will be harmful to their health, integrity, independence, opportunities and careers and will damage the society in which they live. We educate by means of personal development courses and by example, by discussion and by means of lectures from outside

experts. Drugs and addictive behaviour is a core part of our PSHCE programme.

5. *Pastoral Care:* We encourage the pupils to discuss their anxieties about drugs or substances in confidence with a member of staff or the school counsellor. Matters brought into counselling by a pupil or his parents, in circumstances which are genuine, will be “ring-fenced” from disciplinary sanctions or adverse report but a pupil who is suspected of involvement with drugs or substances outside this context will face the full disciplinary consequences.
6. *Detection:* Every complaint or report of involvement with drugs and substances will be followed up and investigated. A pupil suspected of involvement with drugs and substances may be temporarily excluded.
7. *Sanction for Supplying:* Anyone supplying drugs *must expect to be permanently excluded immediately* even if he is about to sit public examinations.
8. *Sanction for Possession or Use:* Anyone possessing or using drugs *must also expect to be permanently excluded* but in some cases a supportive regime, including drug testing, may be offered as an alternative to exclusion.

If a member of staff finds drugs

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 (see Search Policy). 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 team of staff as well as taking disciplinary measures.

Testing for drugs

9. *Urine sample:* If, outside the context of confidential counselling, there is reason to suspect that a pupil has been involved with drugs or substances, he may be required to supply, under medical supervision, a urine sample for analysis. The reason for this policy is:

9.1 to deter the use of drugs and substances

9.2 to identify users

9.3 to absolve those who have been wrongly suspected

Reason to suspect use of illegal drugs may arise as a result of information or a complaint received or because of a pupil's behaviour.

10. *Informed Consent:* The relevant consent to a drugs test is that of the pupil rather than the parents, even if the pupil is under 16 years of age, provided he is of sufficient maturity and understanding and gives his informed consent in writing.
11. *Notifying Parents:* Reasonable endeavours will be made, before a urine sample is taken, to notify a parent, guardian or education guardian of the requirement for a urine sample and the reasons for that requirement.
12. *Medical supervision:* The urine sample will be taken under medical supervision, normally by the senior school nurse. Another member of the school staff will also be present. All due care will be taken to respect the pupil's privacy and human rights.
13. *Refusal:* If a pupil refuses to provide a urine sample, he will be asked to say why he has refused. The School will be entitled to draw inferences from his response and general demeanour, which may strengthen the case for exclusion, and the police may be informed.
14. *Testing procedures:* These will be in accordance with standard good practice.
 - 14.1 Care will be taken (including careful measurement of the urine temperature) to make as certain as possible that the sample provided is genuine and uncontaminated.
 - 14.2 If the initial chemical strip test analysis is positive or equivocal, the urine sample will be poured into two clean sample bottles which will be sealed and labelled immediately in the pupil's presence. The bottles will then be placed in an appropriate envelope.
 - 14.3 The supervisor will organise the paperwork. The donor will be asked to sign various seals and documents which confirm that the specimens are his. The donor will also be asked to sign a form which signifies that he has been satisfied with the collection procedure and gives consent for the results of the test being made available to the Head.
 - 14.4 The forms and both samples will then be sent immediately and securely to:

Concateno PLC
1A Harbour Quay
100 Prestons Road
London E14 9PH
15. *Medical Record:* The outcome of the test, whether positive or negative, will not form part of the pupil's permanent medical record.

16. *Outcome:* If the initial chemical strip test analysis is positive or equivocal, reasonable attempts will be made to notify the parent by telephone. When the School receives the laboratory report:
 - 16.1 Reasonable attempts will be made to notify the parent by telephone.
 - 16.2 If the result is negative, the second sample will be destroyed.
 - 16.3 If the result is positive, the second sample will be made available for analysis. The sample will be released, on request by the parents, to the parents' solicitor. The solicitor would then pass on the sample to an independent laboratory, of the parents' choice, for testing. Before testing, that laboratory would check that there had been no tampering with the specimen's seal.
17. *Procedure:* The School will treat a positive laboratory test, although not infallible, as evidence that the pupil has been using drugs. A meeting will be arranged at which:
 - 17.1 The pupil will be asked to attend, as will the Head (or, in the Head's absence, the Second Master or Deputy Head (Pastoral)) and another member of the school staff.
 - 17.2 The evidence of the positive sample and all other relevant evidence will be put to the pupil and he will be invited to respond.
 - 17.3 His response will be heard and considered and further inquiries will be made if necessary.
 - 17.4 A finding of fact will be made, based on the evidence and supported by reasons.
18. *Sanction:* If the Head's decision is that a pupil has been using drugs, the Head will outline the range of sanctions he is considering and will then, or at a later meeting if requested, hear mitigating circumstances and consider the pupil's academic and disciplinary record before deciding on the sanction.
19. *Review:* If the pupil is excluded he and his parents will have the right to appeal to the governors, which will normally take place under a separate procedure, within ten days and his exclusion may be continued in the interim. (See the Complaints Policy)

Deputy Head (Pastoral)

Last internal review: May 2018

Last governor review: May 2018

Next governor review: May 2019

Appendix 1



ABINGDON

Useful Organisations and Contacts

Local Police liaison officer via Abingdon Police Station (<https://www.police.uk/thames-valley/N376/>)

Addaction is one of the UK's largest specialist drug and alcohol treatment charities. As well as adult services, they provide services specifically tailored to the needs of young people and their parents. The Skills for Life project supports young people with drug misusing parents.

Website: www.addaction.org.uk

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services.

Tel: 020 7553 7640

Email: admin@adfam.org.uk

Website: www.adfam.org.uk

Alcohol Concern 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 7264 0510.

Email: contact@alcoholconcern.org.uk

Website: www.alcoholconcern.org.uk

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

Tel: 020 7739 5902

Email: enquiries@ash.org.uk

Website: www.ash.org.uk

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 877910

Email: clc@essex.ac.uk

Website: www.childrenslegalcentre.com

Children's Rights Alliance for England - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child.

Email: info@crae.org.uk

Website: www.crae.org.uk

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: 020 7307 7450

Website: www.drinkaware.co.uk/

Drinkline - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking.

Tel: 0800 917 8282 (lines are open 24 hours a day)

Drug Education Forum – this website contains a number of useful papers and briefing sheets for use by practitioners:

Website: www.drugeducationforum.com/4

DrugScope 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. DrugScope also hosts the Drug Education Practitioners Forum.

Tel: 020 7520 7550

Email: info@drugscope.org.uk

Website: www.drugscope.org.uk

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: 0800 776600

Email: frank@talktofrank.com

Website: www.talktofrank.com

Mentor UK is a non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives.

Tel: 020 7739 8494. Email admin@mentoruk.org

Website: www.mentoruk.org.uk

National Children's Bureau promotes the interests and well-being of all children and young people across every aspect of their lives.

Tel: 020 7843 6000

Website: www.ncb.org.uk

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: 0800 800 2222

Website: <http://familylives.org.uk/>

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.

Tel: 01785 817885 Information line: 01785 810762

Email: information@re-solv.org

Website: www.re-solv.org

Smokefree - NHS Smoking

Helpline: 0800 169 0 169

Website: <http://smokefree.nhs.uk>

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

Website: www.starsnationalinitiative.org.uk

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 www.gov.uk/youth-offending-team