



# LEICESTER GRAMMAR SCHOOL AND LEICESTER GRAMMAR JUNIOR SCHOOL

## **SUBSTANCE MISUSE POLICY**

*This policy should be read in conjunction with the policies on Anti-bullying, Attendance, Pupil Use of ICT, Pupil Equal Opportunities, and Safeguarding.*

### **INTRODUCTION**

This policy has been authorised by the Trustees and relates to alcohol, drugs and other substances, including their possession, use, supply and misuse. It applies to all pupils at Leicester Grammar School (the School), irrespective of their age. The policy may also apply at times when a pupil is not in the care of the School, at the discretion of the Headmaster, where the welfare of a member of the School community or the reputation of the School may be affected. The procedures and sanctions set out in this policy may be adapted as appropriate to meet the aims of the policy and the circumstances of each case. Certain procedures can only be carried out during term time.

### **DEFINITIONS**

**Alcohol:** means intoxicating liquor of all descriptions (including beer, cider, wine and spirits) and this policy covers obtaining, consuming, and supplying alcohol.

**Drugs and substances:** means controlled drugs and the paraphernalia of drugs or substances intended to resemble drugs; "legal" drugs which can be obtained from a chemist shop; performance-enhancing drugs; anabolic steroids; glue; tobacco products (including cigarettes, cigars, heated tobacco products, snus and similar products); vaping products (including electronic cigarettes and shisha pens); nicotine pouches and any other nicotine-containing products, whether tobacco-based or synthetic; solvents; and other substances held or supplied in each case for purposes of misuse. For the purposes of this policy, all nicotine-containing products will be treated in the same way as cigarettes. This policy covers the possession, use, supply, sale, distribution, and promotion of such substances and products.

## **POLICY**

### **Aims**

- to promote and safeguard the health, safety, wellbeing and welfare of all pupils;
- to educate pupils about the risks, effects and legal implications associated with alcohol, drugs and other substances;
- to encourage pupils to make safe, informed and responsible choices and to develop the confidence to resist harmful influences and peer pressure;
- to promote a mature, responsible and lawful approach to alcohol and other substances;
- to prevent the possession, use, supply and misuse of alcohol, drugs and other substances within the School community;
- to reduce the risk of substance-related harm, misconduct and safeguarding concerns, both in and outside School;
- to provide appropriate support, guidance and intervention for pupils affected by substance misuse; and
- to maintain a safe, healthy and positive environment in which all members of the School community can learn and thrive.

### **Education**

We educate pupils about the effects of, and risks associated with, alcohol, drugs and other substances in relation to their health, wellbeing, safety and the law. Pupils are taught that the possession, use or supply of certain drugs and substances may constitute a criminal offence and can have serious consequences for their physical and mental health, relationships, education, future opportunities and employment prospects. Through our PSHE curriculums and wider personal development programmes, we equip pupils with the knowledge, understanding and decision-making skills needed to make safe, informed and responsible choices, resist harmful influences, and seek support when required.

We encourage pupils to discuss in confidence any anxieties they may have about use of alcohol, drugs and/or substance abuse with a member of staff who in most cases will be a member of the Pastoral Team including the School Nurse.

### **School rules**

#### **The rules forbid:**

- any unauthorised possession, use or supply of drugs or substances;
- bringing alcohol onto School premises, being in possession of alcohol without authorisation, obtaining or supplying alcohol to another person, or being under the influence of alcohol while on School premises or otherwise in the care of the School;
- bringing the School into disrepute through conduct associated with alcohol, drugs or substances, whether or not the pupil is in the care of the School at the time. Action may be taken where the welfare of any member of the School community or the reputation of the School is affected.

### **Detection and Investigation**

All reports, concerns or observations relating to alcohol, drugs or other substances will be taken seriously and investigated appropriately. Where necessary, a pupil may be suspended from School while an investigation is undertaken.

Where a member of staff has concerns that a pupil may be involved with, affected by, or at risk from alcohol, drugs or other substances, those concerns should be reported to the Headmaster or Deputy Head (Pastoral). The School will consider all relevant information and determine the most appropriate course of action, taking into account the welfare of the pupil, the safety of the School community and the circumstances of the case.

The School reserves the right, where it considers it reasonable, proportionate and in the interests of safeguarding, to require a pupil to undergo testing for alcohol, drugs or other substances. Parents will normally be informed and involved in this process unless there are safeguarding reasons not to do so.

Any testing will be carried out in accordance with the School's procedures and with due regard to the age, welfare and rights of the pupil. Refusal to comply with a reasonable request for testing may be taken into account when determining the School's response to the matter.

The School's procedures for testing and investigating suspected substance misuse are maintained separately and are available to parents on request.

## **STAFF TRAINING**

The School will ensure that staff receive appropriate training and guidance to enable them to recognise, respond to and report concerns relating to alcohol, drugs and other substances. Training will include awareness of the signs and risks associated with substance misuse, the School's procedures for managing concerns, and the safeguarding responsibilities of staff in supporting pupils' health, safety and wellbeing.

## **SEARCHES**

A pupil, their locker or belongings may be searched if there is reasonable grounds to suspect the pupil may have alcohol, drugs or substances on them.

### **Searches with consent**

Searches will normally only be carried out by members of the Senior Leadership Team or Pastoral Heads of Year. In any event there always should be two members of staff present, including a member of staff whose gender matches that of the pupil. The members of staff will consider the pupil's age and other factors when determining whether the pupil is capable of giving his/her consent.

### **Searches without consent**

The Headmaster may search a pupil or a pupil's possessions without their consent where there are reasonable grounds for suspecting that a pupil is in possession of alcohol, drugs or substances.

A written report of the fact of the search and its outcome should be completed even if no evidence is found of alcohol, drugs or substances.

## **Confiscation**

On confiscating a prohibited item, staff should immediately pass the item to a member of the Senior Leadership Team who will pass it to the Headmaster. The Headmaster will determine how the item will be dealt with.

## **Police involvement**

If the School seizes a controlled drug or substance contact will be made with the police as soon as is reasonably practicable. In such cases the School will follow the advice given by the police and will ensure there is a record of that advice and the actions subsequently taken in following the advice.

Advice on the sequence of actions to be followed are found in Appendices B and C.

## **SUBSEQUENT ACTION**

### **Sanctions**

If the Headmaster's decision after considering all the material evidence is that the pupil has brought to school/consumed alcohol, and/or been using drugs or substances, the Headmaster will hear any mitigating circumstances and consider the pupil's academic and disciplinary record and the extent to which he/she has co-operated, before deciding on the sanction.

Sanctions include:

- **Alcohol:** Sanctions will be applied in accordance with the School's Behaviour and Discipline Policy. For a serious breach or repeated minor breaches, a pupil may be required to leave the School permanently.
- **Drugs:** Any pupil supplying drugs must expect to be expelled immediately even if he/she is about to sit public examinations. Any pupil possessing or using drugs must also expect to be expelled but in exceptional cases, a supportive regime may be offered as an alternative to expulsion. The Headmaster is not obliged to offer a supportive regime. See Appendix A.

### **Review**

If the pupil is expelled or removed, he/she and his/her parents have the right to request a Review by the Governing Body of the decision in accordance with the School's Terms and Conditions.

In the unlikely event that substance abuse was found to involve a pupil in the Junior School this policy would apply to such a pupil.

## **MONITORING**

This policy will be reviewed:

- following any serious incident involving pupils and alcohol or drugs and substances;
- following the issue of any new guidance from the Department for Education (DfE);
- in any event, every two years.

The review will be carried out by the Deputy Head (Pastoral) who will also evaluate the effectiveness of education on these matters in the School. A report will be made to the Trustees who will authorise any necessary amendments.