

Drugs Policy and Drug Testing Policy

The Green Room Foundation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The Drugs Policy has been developed with reference to Department for Education advice and guidance: DfE and ACPO drug advice for schools.

Provision Drugs Coordinator - The head of each provision, BT/AS/CF.

Owner:DH/WCB/KBT/CKP

Date Created	Date 1st Review Due	Date Reviewed	Version	Next Review Due
June 2015	June 2016	October 2016	2	October 2017
		January 2018	3	January 2019
		November 2018	4	November 2019
		January 2020	5	January 2021
		January 2021	6	January 2022
		January 2022 GRK		January 2023
		January 2022 GRW		January 2023
		January 2022 GR6		January 2023
		January 2022 Overall	7	January 2023
		January 2023	8	January 2024
		January 2025	9	January 2026
		January 2026	10	January 2027

Rationale

It is the aim of The Green Room Foundation to help all students to be able to take their place safely in a world where a wide range of drugs exist. We recognise that some drugs have beneficial effects, but also that every drug has potential to harm. For this reason, all drugs need appropriate and responsible care and management. In order to be able to make informed choices, staff and students need to understand the nature of drugs, their social and legal status, their uses and effects. We will ensure students affected by their own or other's drug misuse should have early access to support through the provision and other local services.

Aims

- To support the provisions endeavour to maintain the safety and well-being of all students, staff and visitors
- Ensure the provision is fulfilling its safeguarding responsibilities by ensuring that students are protected from harm, and that those for whom drugs are a concern, receive the appropriate care and support
- To clarify legal responsibilities, entitlements and obligations
- To support all the members of The Green Room community by providing clear guidance and procedures on drug related issues to ensure clarity and consistency
- To develop a whole provision approach to drug education in the context of the provision's curriculum
- Establish relationships with local children and young people's services, health services and voluntary sector organisations to ensure support is available to students affected by drug misuse (including parental drug or alcohol problems).

Where and to whom the policy applies

This policy applies to all Green Room staff, students, parents/carers, trustees, visitors and any other agencies working with the provision. The policy applies to the provision's premises, the provision day, while travelling to and from the provision, journeys in provision time, work experience, day and residential trips and when the provision is deemed to be in loco parentis.

The provisions' stance towards drugs, health and the needs of students

The possession, use or supply of illegal and other unauthorised drugs at any of The Green Room Foundation's premises is not acceptable. With regard to authorised drugs please see [Administering Medication Policy](#).

The provision is committed to safeguarding the health, safety and well-being of all members of the provision community. In providing drugs education and responding to incidents involving drugs, our first concern is the physical and emotional health and well-being of students.

Key roles and responsibilities

The Head or Acting Head of Provisions have the responsibility to oversee and coordinate drug issues, including liaising with the police and agreeing a shared approach to dealing with drug-related incidents.

Inclusive definition of drugs

The Green Room Foundation defines a drug as a substance which, when taken into the body, changes the way we feel, the way we perceive things, and the way our body works. This definition includes illegal, psychoactive and unauthorised substances and also legal substances such as alcohol, tobacco, vapes, solvents and medicines. New psychoactive substances are included in the provision drug policy as unauthorised substances and treated as such. If there is uncertainty about what a substance is, it will be treated as a controlled drug.

Drug Education

Drug education is a major component of drug prevention -

- **Context**

We will provide all students with drug education in our provisions. This will be during circle times as well as an integral part of our Personal, Social and Health Education (PSHE). This is a well-planned programme delivered in a supportive environment, in which each student's SEN requirements are taken into account and where we endeavour to make students feel able to engage in open discussion and be confident about asking for help if necessary. We provide 1:1 support for our students creating opportunities for further questions.

- **Aims**

We aim to increase 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, economic and political issues surrounding drugs

- **Ethos**

Drug education in our provision aims to enable students to make healthy informed choices by increasing their knowledge, exploring a range of attitudes towards drug use and developing and practising decision making skills. The programme we follow will be based on national and local guidelines for good practice and be appropriate to the age and experience of our students. We want 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.

- **Content and delivery**

Teaching will be based on an understanding that a variety of approaches should be used in order to meet the differing needs and learning styles of students. It is recognised that active or participatory learning styles can be particularly helpful in developing skills, knowledge and values. We are aware that for many of our students repetition will be essential due to learning needs.

Use of visitors and outside speakers

We can use visitors to support our planned teacher lead programme of education, in line with national and local guidance, so that their contribution fits our needs and they are clear how their input fits into our planned programme. The class teacher or a member of staff is always present when visitors are working with our students.

We continue to establish relationships with local children and young people's services, health services and voluntary sector organisations to ensure support is available to students affected by drug misuse (including parental drug or alcohol issues). Links to supportive national organisations are included at the end of this document.

Managing drug related incidents: routine arrangements

Definition:

A drug related incident may include any of the following:

- A student who is suspected of being under the influence of a drug
- Finding drugs, or related paraphernalia on provision premises
- Possession of drugs by an individual on provision premises
- Use of drugs by an individual on provision premises
- Supply of drugs on provision premises
- Individuals disclosing information about their drug use
- Rumours of drug possession supply or drug use
- Reports of drug possession supply or drug use
- Knowledge of parental substance misuse
- County lines

The provision will consider each incident individually and will employ a range of responses to deal with each incident.

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

- **Medicines**

The provision has a policy/procedure for the administration of medicines that must be followed for everyone's safety. See [First Aid Policy](#) and [Administering Medication Policy](#)

- **Alcohol**

Students are not allowed to bring in alcohol on the premises. Parents 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 provision.

- **Tobacco / Vaping**

All Green Room Provisions are no smoking sites - indoors and outdoors, including provision vehicles - at all times. In GRW and GRK, if a student is in possession of smoking materials, they are required to hand them in at the beginning of the provision day and they are returned prior to the student going home. In the interests of health and safety, should a student be found in possession of any of these on provision premises without permission, they will be confiscated and parents/carers will be informed.

- **Solvents**

The Green Room will ensure that potentially hazardous substances 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 solvent based products.

- **Illegal drugs**

No illegal drugs or drug paraphernalia are permitted to be brought on to, or used on any of The Green Room premises.

If a student is suspected of being under the influence of drugs or alcohol on provision premises, the provision will prioritise the safety of the young person and those around them. If necessary it will be dealt with as a medical emergency, administering First Aid and summoning appropriate support. Depending on the circumstances, parents or the police may or may not be contacted. If the child is felt to be at risk the Safeguarding Policy will come into effect and social services may be contacted. It will be at the discretion of the Head as to whether the situation will be addressed and dealt with there and then or whether the student concerned will be sent home.

Guiding principles

- The Provision Drugs Coordinators are responsible for coordinating 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 be reported to SLT and the Head of Provision.
- Appropriate support will be offered to those with substance misuse problems, including referring to substance misuse agencies. Refer to the Safeguarding Policy with regards to parental misuse.
- Evidence of drug use or possession may result in suspension or exclusion.
- The provision's first concern is the physical and emotional well being of students. It will always seek to respond to incidents appropriately on a case by case basis.

Procedures

- **Medical emergencies**

If an individual is unconscious, is having trouble breathing, is seriously confused or disoriented, has taken a harmful toxic substance or is otherwise at immediate risk of immediate harm medical help will be sought and first aid given if required. The priority will be the student's safety.

- **Searching students**

Where there are reasonable grounds for suspecting that a student may have in their possession or be under the influence of an illegal or unauthorised substance, they will be encouraged to hand over the item voluntarily. If the individual refuses, The Head of Provision and staff can use such force as is reasonable given the circumstances (see Behaviour Policy for guidance on Reasonable Force) to conduct a search for prohibited items without consent (Section 550ZB (5) of the Education Act 1996). Where possible the gender of the member of staff carrying out the search will correspond to the gender of the student.

Prohibited items would include:

- alcohol
- illegal drugs
- psychoactive substances or 'legal highs'
- tobacco and cigarette papers, vapes
- prescription medicine,
- if The Green Room staff are unable to identify the legal status of a drug, it should be treated as a controlled drug.
- any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property.

Following a search, whether or not anything is found, the provision will record this on an incident report form, noting the person searched, the reason for the search, the time and the place, who was present and note the outcomes and any follow-up action.

- **Routine searches**

It is the provision policy to search all students bags and luggage before a residential trip to ensure no students are in possession of prohibited substances. All students and parents/carers are made aware of this procedure before each trip begins.

- **Individuals in possession of drugs**

If any student or adult in the provision is found in possession of an unauthorised drug it will be confiscated. Where possible a second adult will be present. If the drug is suspected to be illegal, the provision will contact the police and immediately hand over the drug. If the substance cannot be legally destroyed or disposed of it will be handed to the police as soon as possible and not stored for any longer than is necessary. The substance should be stored in a locked container with limited access. The incident will be recorded on CPOMS and if the police are involved, the police incident reference number will be included in the CPOMS report. Talking with an individual about a drug related incident will have as its purpose to confirm or reject suspicions or allegations, rather than to conduct a wider investigation. Parents/carers of students will be informed, unless this is not in the best interests of the student. Other

professionals from the LEA, Young Persons Substance Misuse Service, Youth Service, Police, School Health Service, Social Service etc (and relevant local organisations e.g., Catch 22) may be informed or consulted as appropriate.

- **Working with the Police**

The provision drugs co-ordinator should liaise with the police and agree on a shared approach to dealing with drug-related incidents.

- **Support for students**

Following actions to preserve immediate safety, the health and emotional needs of students will be considered. Support is available through a wide range of interventions including but not limited to therapy, PSHE, and liaison with outside agencies. Interventions will be considered if the provision feels a student is showing signs which indicate particular risks of, or from, involvement with drugs, whether their own or that of their parent or carer. Such interventions may include consultation and subsequent referral.

- **Recording**

All incidents will be recorded within 24 hours on CPoms.

- **Confidentiality**

If a student discloses that they are using a drug without medical authorisation, all possible action will be taken to ensure that the student comes to no harm. Staff have a commitment to inform the student in advance of any disclosure of information to others and if possible enable the student to be involved in the process. Staff are committed where possible, to protect a young person's anonymity where their disclosure may implicate others. Regarding disclosures, staff need to make students aware of the limits of confidentiality and that student safety is a priority.

- **Responses**

Responses to students who commit drug offences will be decided following dialogue between the Head of Provision, appropriate member(s) of staff, and Designated Safeguarding Lead. Any response to drug-related incidents needs to balance the needs of the individual students concerned with the wider provision community. Addressing this balance appropriately will require our response to prioritise the well-being of all students involved.

Possible modes of support and sanction include:

- targeted intervention
- referral
- counselling
- behaviour support plans/contracts
- inter-agency programmes
- fixed-term suspension
- pastoral support programmes

- a managed move
- permanent exclusion

Responses will take into account:

- the seriousness of the incident.
- the short and long term welfare of the student concerned.
- the short and long term welfare of other students.
- guidance in DfE and ACPO drug advice for schools (DfE-00001-2012).
- consistency with published provision rules, codes and expectations.
- consistency with disciplinary action for other drug related incidents.
- consistency with disciplinary action for other misdemeanours.

(See Behaviour policy)

Staff training and support

We recognise the need for staff to receive appropriate training and continuous professional development to support their work in delivering the provision programme of drug education and dealing appropriately with incidents should they arise. The SLT, or other appropriate member of staff, will organise training related to the identified needs of staff as required.

Links to other policies

See also The Green Room Provision Behaviour policy, Anti-Bullying policy, Health & Safety policy, Administering Medicine policy, Child Protection and Safeguarding policy.

Further information/guidance

See Appendix A.

This policy is approved by the CEO of The Green Room Foundation

Date

CEO

APPENDIX A - Useful Organisations

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 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/

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

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 800222
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>

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: <https://www.gov.uk/youth-offending-team>