

# THE WESTGATE SCHOOL

Hampshire's First 4-16 'All Through' School

*"The Westgate School is a community of learners where partnerships inspire success for all:  
learning together – achieving excellence"*

Headteacher: Mrs F A Dean, MA (Ed)

Initial Policy date	June 1999	Next scheduled review	January 2025
Governor approved	January 2024	Key person/people	AHT/ Year Leaders
Model Policy		Model localised	Yes
Pupil leadership team review	N/A	Rotherly Day Nursery Variations in policy	<del>Yes</del> / No

## MANAGEMENT OF DRUGS RELATED INCIDENTS

### Principles

The School is committed to the health and safety of all its members and will take action to safeguard their well-being.

- Pupils, parents and staff are informed about the drugs education policy and practice within the school.
- We are proactive in our approach to dealing with issues.
- We are committed to education, which enables pupils to make informed choices about drugs and healthy lifestyles.
- The individual and wider school community needs will be taken into consideration when actions or sanctions are taken.
- Any drugs related incident is not only contrary to the ethos of the school but is also a serious breach of the school rules.

We believe that as part of our care for the welfare of our pupils we have a duty to inform and educate young people on the consequences of drug use and misuse. We take a pro-active stance on this matter believing that health education is a vital part of the personal and social education. This is delivered annually through the assembly and Personal Development programme.

The School does not condone the use of illegal substances, alcohol, tobacco or vapes nor the misuse of THC, glue, legal highs, solvents, prescribed or over the counter medicines. The school recognises that in its wider role, it will assist those needing support and encourage anyone experiencing difficulties to come forward. The School recognises the importance of keeping parents informed and involved and will endeavour to hold Drugs 'Awareness and Information' sessions as and when appropriate.

### Practice and Procedures:

We ensure that:

- The policy is understood by all pupils, parents and colleagues.
- We work closely with the policy and outside agencies to address any drugs issues.
- When any drugs related incident occurs within the school, the steps taken will be consistent with other relevant School policies.
- All pupils and parents are clear on the school boundaries (any area in or around the school grounds fence). In the event of a school trip, this would mean anywhere the pupil is in the charge of the School and its staff.

- This policy is regularly reviewed in light of contextual changes.
- The Deputy Headteacher (or designated leader) and Designated Safeguard Lead will be notified of any drugs incident and will lead the necessary investigation.
- Any pupil bringing drugs into school to sell (or with the intention of selling) will be permanently excluded from school.
- Any pupil bringing drugs on to the School site will be subject to full investigation possibly leading to permanent exclusion or being required to attend alternative provision.
- Any pupil using social media or electronic communication methods to sell, advertise or promote the use of drugs will be permanently excluded.
- Any pupil buying drugs in school or, using a social media site/electronic communication to purchase drugs from other pupils in school or, during the school day, will be permanently excluded.
- Any drugs incidents in the first instance will be treated as a medical condition and so medical supervision will be the first consideration and sought as required.
- All unknown tablets, powders and substances will be regarded as unauthorised.
- As part of the school's Drug Education programme, police sniffer dogs may be used for demonstration purposes. If, during this demonstration, illegal substances were detected, the school would take appropriate action according to the School's policies.
- The school governors will be informed of any drugs incidents termly, **should they occur, via safeguarding updates.**
- Pupils required to take prescription drugs during the day are notified that they need to leave these in the Medical room and take them under the supervision of the school Welfare Officer. **(An exception to this rule are inhalers and adrenalin pens where immediate access by the pupil may be required.)**

### Responding to a Drugs Incident

- If a pupil has taken a drug, a trained first aider should be called along with the one of the senior leaders in charge of pupil management or another member of ESLT in their absence.
- Any pupil suspected of being in possession of drugs will be searched; this will be done with the pupil's consent and in the presence of another adult witness. If the pupil does not co-operate then the police will be called.
- If after performing outer clothing and bag searches it is reasonably suspected that the pupil has concealed such substances on their body no intimate searching will take place, but the pupil's parents and police called and until their arrival the pupil kept under constant supervision and not permitted to use toilet facilities unless absolutely necessary.
- The search will be limited to asking the pupil to remove outer clothing and to empty their pockets and bags and then searched by a member of staff. If it is reasonably suspected that the pupil is still concealing such substances in a pocket, a designated colleague of the same gender will be permitted to pat down the clothing pockets externally to establish possible concealment. This must be in the presence of another colleague.
- Any *suspected* drugs found will be immediately confiscated and sealed in a plastic bag. The date, time and general description of the contents will be recorded in writing. The bag will then be stored in the school's safe.
- The disposal of the drugs will follow Police advice. Any needles or syringes found on the school site will be placed in a "sharps medical container" using gloves and disposed of according to police advice.
- All incidents related to drugs will be thoroughly investigated and where evidence exists of mitigating circumstances these will be taken into account before the appropriate action is determined by the Headteacher or, in the short term in the Headteacher's absence, by one of the Deputy/Assistant Headteachers.

- Where possible, due respect will be given to the confidentiality of those involved. However, this cannot be guaranteed, and police involvement may be necessary.
- When details of the incident are clear parents/carers will be informed.
- Any pupil involved in a drugs incident will be directed to local agencies who can offer support regarding a drugs habit, **the welfare of the pupil being of prime consideration.**
- All drugs incidents will be recorded in writing and a copy stored electronically.
- Any pupil who either admits or is reasonably suspected of being involved with drugs may be made known to the local police.
- Any pupil using drugs outside the school and is made known to the school by the police may be suspended or permanently excluded. Serious offences of supplying drugs in school or on the school site at any time, or whilst travelling to and from school in school uniform will result in permanent exclusion.

### **Drug Education through Personal Development**

Pupils will:

- Through the drugs education programme in Key Stages 2, 3 and 4, pupils will be given the opportunity to develop their knowledge, attitudes and understanding of drugs.
- Be taught drugs education at Key Stage's 2, 3 and 4.
- Be made aware of the effects and risks of drugs.
- Know and understand the laws relating to drugs.
- Acquire the skills to recognise and manage risks and peer pressure.
- Be able to make informed choices for a healthy lifestyle.
- Know where to get advice and help.
- Be able to articulate their opinion on drugs.
- Be able to consider and reflect upon the circumstances of their decisions.
- Be made fully aware of the consequences and sanctions re drug involvement at The Westgate School.

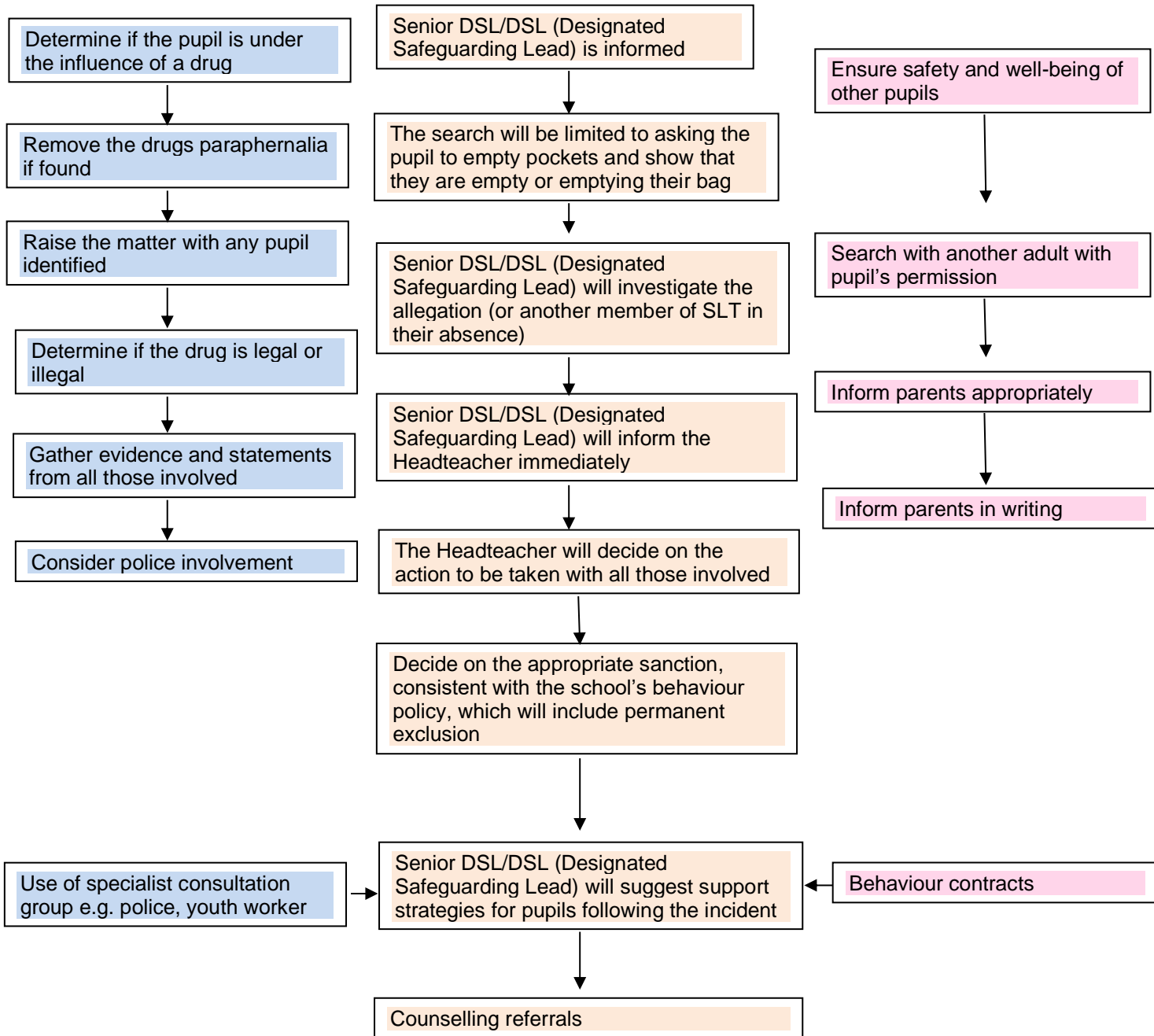
### **Drug Education through Science**

Pupils will:

Be taught that the abuse of solvents, tobacco, alcohol and drugs affects health and their effects as part of the National Curriculum at Key Stage 3 and Key Stage 4.

## Managing a Drugs incident at The Westgate School

When there is any allegation, suspicion of possession or use of drugs on the school premises, the following will happen:-



If the pupil receives a suspension, they will be re-admitted by the Headteacher, and Year Leader with parents.

In the absence of the Headteacher the next point of contact will be an available member of the Senior Leadership Team.

### Managing a Medical Drugs Related Incident at The Westgate School

The following chart indicates a procedure which all teachers must follow, if necessary, when there is a suspicion a pupil has taken an illegal substance.

