



Denefield School

Drugs policy

Approved by Standards on	11 June 2025
Date of next review	June 2026
Review cycle	Annual
Policy control sheet updated	Yes
Type of policy	Non statutory
Policy owner	Headteacher
Location of policy	Website



Denefield School Drugs Policy

Status

Recommended

Aim

At Denefield School we are committed to safeguarding the health, safety and wellbeing of all members of the school community. We believe that we have an important duty to inform and educate students about drugs in order to empower them to lead healthy, happy and fulfilling lives, to make informed and responsible choices and to prevent drug misuse.

Purpose

This policy applies to all of the school's students, staff, trustees, parents/carers and visitors. It applies to the school premises up to and including the school gates; students' journeys between home and school; educational visits, residential courses, work experience and extra-curricular activities; and all times when the school is considered to be 'in loco parentis'. It sets out the definition of a 'drug', how any drug-related incident will be dealt with and the school's approach for delivering drugs education.

Definitions

For the purpose of this policy, the word 'drug' refers to any mood altering substance: all legal drugs, including tobacco, alcohol, electronic cigarettes (also known as vapes), solvents or volatile substances (those giving off a gas or vapour which can be inhaled), over the counter and prescription medicines, Novel Psychoactive Substances (NPS), ketamine, alkyl nitrates and all illegal drugs such as cannabis, ecstasy, amphetamines, heroin, crack/cocaine, LSD and any other substances covered by the Misuse of Drugs Act 1971, Psychoactive Substances Act 2016, or that is subject to a temporary class drug order. Drug paraphernalia refers to items such as cannabis grinders, rolling papers, filters, matches, lighters and pipes.

Education

Drugs education is delivered through the Success for Life programme, and includes lessons, assemblies and talks and workshops by outside speakers. Where appropriate the school will also use canine detection services (drug dogs) both for education and for monitoring purposes. Parent and carer education is delivered through talks and workshops by outside speakers.

Drug-related incidents

A drug-related incident includes incidents at school, on the way to and from school, or school visits or trips, and is defined as:

- a member of the school community found in possession of drugs or associated paraphernalia
- a member of the school community is suspected or alleged to be under the influence of drugs
- a parent/carer or staff member is thought to be under the influence of drugs on the school premises;
- a member of the school community discloses that they (or a family member/friend) are misusing drugs
- a member of the school community is found to be supplying drugs on the school premises

A drug-related incident is a serious breach of the school's Behaviour and Discipline policy and Exclusion Policy and is likely to lead to suspension or permanent exclusion. Thames Valley Police will automatically be notified of any drug-related incident. Illegal substances will be handed to the police to be legally destroyed.

Roles and responsibilities:

The Headteacher will:

- implement the school's Drugs Policy within the school
- appoint a Drugs Coordinator
- provide appropriate training for staff in delivering drugs education and dealing with drug-related incidents as necessary;
- ensure all staff are aware of their responsibilities in relation to drugs education and dealing with drug-related incidents

The Trust Board will:

- monitor and review the Drugs Policy
- monitor the number of drug-related incidents
- monitor and evaluate the school's drugs education provision

The Drugs Coordinator will:

- investigate any suspected drug-related incident with the support of a Head of House
- inform the Headteacher of all drug-related incidents as soon as possible
- ensure timely and appropriate contact with parents/carers is made by the relevant House team following a drug-related incident

- complete and maintain accurate records of all drug-related incidents, using the drug-related incident (DRI) form
- liaise with the Designated Safeguarding Lead, making referrals to external agencies as appropriate

The Head of House with responsibility for the Success for Life programme will:

- produce the Success for Life programme for Years 7-11, including drugs education
- ensure that drugs education lesson plans and resources are in place for all sessions for Years 7-11
- monitor and review the provision of drugs education for Years 7-11

The Assistant Headteacher with responsibility for Sixth Form will:

- produce the Success for Life programme for Years 12 and 13, including drugs education
- ensure that drugs education lesson plans and resources are in place for all sessions for Years 12 and 13
- monitor and review the provision of drugs education for Years 12 and 13

Heads of Houses will:

- ensure that the Success for Life programme, including drugs education, is delivered by tutors
- quality assure the provision of drugs education
- assist the Deputy Headteacher / sand Drugs Coordinator to investigate any drug-related incident as necessary
- ensure timely and appropriate contact is made with parents following a drug-related incident

Teachers will:

- be aware of their responsibilities in relation to drugs education;
- deliver drugs education sessions using the lesson plans and resources provided

All staff will:

- be aware of their responsibilities in relation to drug-related incidents
- report any concerns regarding drug-related incidents as soon as possible to the Deputy Head, Drugs Coordinator and relevant House team

Arrangements for monitoring and evaluation

This policy will be reviewed regularly and will be updated in response to new guidance and/or legislation as necessary.

The Trust Board will review the Success for Life programme through an annual report to the Standards Committee. The Trust Board will monitor the number of drug-related incidents through the Behaviour and Exclusions reports to the Standards committee.

Who/what was consulted

The Senior Leadership Team
Heads of House

Linked policies

- Behaviour and Discipline Policy
- Code of Conduct for parents/carers and visitors
- Curriculum Policy
- Exclusions Policy
- Respect and Responsibility Charter
- Safeguarding, Child Protection Policy
- Special Educational Needs Policy
- Search and Confiscation Policy
- Use of Reasonable Force Policy

Record of Drug-related Incident (DRI)



Emergency /Intoxication	Suspicion OFF premises	Suspicion ON premises	Discovery OFF premises	Discovery ON premises	Student disclosure	Parental use	Parental concern
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Tick one or more of the boxes to indicate the relevant category

Name of student: Tutor group: Gender: Male/Female Age of student: Ethnicity of student: (For DAT records) Tick box if second or subsequent incident involving student: <input type="checkbox"/>	Name of school: Time of incident: Date of incident: DRI completed by:
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First Aid given: No/Yes If yes, by whom: Ambulance/Doctor called: No/Yes if yes, by whom:
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Drug(s) involved (if known): Name of senior staff involved:	Sample found: Yes/No Where retained: If not retained, destroyed at what time? Destruction witnessed by:
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Parent/carer informed by: _____ Date and Time: _____ Student referred to The Edge: Yes/No Parental consent for referral sought: Yes/No Police informed: Yes/No URN: Witnesses (2 minimum) 1: 2:
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Brief description of situation/symptoms: Other action taken: (any other agencies involved; sanctions imposed)
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PLEASE FILE WITH DESIGNATED SAFEGUARDING LEAD



Student search record

Date: _____

Name of student: _____ TG: _____

Staff conducting search: _____ and _____

Reason for search

Result of search (what was found)

Parents contacted by: _____

Date and time: _____

Logged on CPOMS (circle): Yes No (not needed)

Follow up (if needed)