



# Drug & Alcohol Misuse Policy

<b>Date of last review:</b>	2023	<b>Review period:</b>	2 Years
<b>Date of next review:</b>	2025	<b>Written by:</b>	Rebecca Garratt
<b>Type of policy:</b>	Non-statutory	<b>Committee:</b>	FGB
<b>Signature:</b>			

## **POLICY STATEMENT**

This policy applies to staff (including volunteers), pupils and parents at Wyre Forest School and Russell House.

The staff will operate in line with the ***Procedures of Worcestershire Safeguarding Board*** and will give due regard to the DfE guidance documents:

- Keeping Children Safe in Education (September 2023) (KCSIE)
- Working Together to Safeguard Children (July 2018)

The policy should be read in conjunction with the Staff Code of Conduct and WFS Searching, Screening and Confiscating Policy.

## **PUBLICATION**

All staff are made aware of this policy. It is also available online on the school website. Parents may request a hard copy from the school or review the policy on the school website.

## **POLICY AIMS**

Through the operation of this policy, we aim to:

- Protect the health and safety of students at Wyre Forest School & Russell House.
- Raise staff awareness to recognize signs of misuse.

## **RESPONSIBILITY**

The Governors delegate appropriate responsibilities for the day-to-day management to the Headteacher. In practice, all members of staff contribute to the safety of pupils by providing appropriate supervision in accordance with the directions of the Headteacher.

We aim to equip our students and staff with the knowledge, understanding and skills that enable them to make choices to lead a healthy lifestyle. Incorporated into the curriculum (PSHCE) students learn about the dangers to health posed by drug taking and equip them with the social skills to make informed moral and social decisions in relation to drugs in society.

This will encourage students to appreciate the benefits of a healthy lifestyle and relate this to their own actions, both now and in their future lives.

All staff to complete virtual college course 'Supporting Teenagers and Young People.' to raise staff awareness of issues surrounding our students and the ability to spot potential signs of misuse.

## THE RANGE OF SUBSTANCES

'A drug is any substance which, when taken, has the effect of altering the way a person behaves, feels, sees or thinks. As well as everyday substances such as tea and coffee, drugs include:

- Alcohol and tobacco
- Illegal drugs including new psychoactive substances or 'legal highs'
- Volatile substances such as glues and aerosols
- Over the counter medicines' such as paracetamol for headaches
- Prescribed drugs, such as antibiotics and tranquilisers
- E-Cigarettes

Some possible signs of drug misuse can be confused with signs of other problems or quite innocent behaviour. Care should be taken not to jump to conclusions. However, there are signs which, when taken together, may prompt the need for further investigation with drug or other substance misuse in mind. Staff must be aware of all following equipment and signs which could potentially indicate drug misuse.

Those where equipment is required:

- Containers made from silver foil, perhaps discoloured by heat;
- Small bottles or pill bottles;
- Twists of paper used to wrap powders;
- Corners of clear plastic bags used to wrap powders;
- Packages labelled as toiletries
- Straws used for inhaling;
- Syringes or needles;
- Empty solvent containers;
- Cigarette lighters;
- Plastic bags or crisp packets for holding glue;
- Drink cans with extra holes and signs of scorching;
- Spoons for 'cooking' substances.

## **PHYSICAL AND BEHAVIOURAL SYMPTOMS:**

- Sudden changes in mood, unusual outbreaks of temper;
- Disregard for physical appearance;
- Use of deodorant to cover the smell of drugs or solvents;
- Drowsiness, sleeplessness or slurred speech;
- Unusual smell, stains or marks on clothes or body and around the nose and mouth;
- Marked interest in glue or other solvents;
- Soreness or redness around the eyes or mouth;
- Meeting with others in secretive places;
- Enlarged or dilated pupils;
- Unsteady on feet;
- Staining on hands;
- Excessive fluid intake;
- Increased or decreased appetite;
- Hallucinating;
- Agitation or manic behaviour;
- Increase in physical activity
- Sleeplessness.

Key times to be aware of the above would be:

- Whilst unpacking suitcases on day student arrives
- On return from school each day
- When tidying bedrooms
- On return from an off-site activity
- Tidying communal areas
- Whilst completing daily garden risk assessment checks

## **PROCEDURES FOR HANDLING AND REPORTING INCIDENTS**

A suspected drug related incident is described as:

- Suspect drugs found on premises.
- A student suspected of being in possession of drugs (follow WFS Searching, Screening and Confiscation Policy).
- A student found to be in possession of drugs.
- A student suspected of being under the influence of drugs.

If a student is suspected of being under the influence of drugs or alcohol on the premises, staff must immediately prioritise the safety of other students and those around them.

If necessary, it should be dealt with as a medical emergency contacting emergency services where appropriate.

The Headteacher must be informed.

Report incident to DSL and record on CPOMS.

Parents to be contacted to make arrangements to collect their child immediately.

Depending on the circumstances, the police may need to be contacted.

If an illegal drug is found it should be secured in a safe place until dealt with by the police.

All incidents to be investigated and followed up by the DSL in line with Safeguarding procedure and presented to Headteacher.

### **REVIEW**

This policy shall be reviewed every 2 years by the Headteacher and updated as necessary. In undertaking the review, the Headteacher will take into account any incidents of Drug and Alcohol Misuse on file that indicate that there may be a problem with supervision, pupil support and awareness and staff training.