



Drugs and Substance Misuse (Senior School) Policy

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Description: This policy outlines the School's approach to drugs and substance misuse in the Senior School.

OUR SCHOOL AIMS

- ❖ *To be a safe and trusted foundation for our pupils to achieve their individual academic, social and creative potential.*
- ❖ *To cultivate the skills, knowledge, self-awareness and academic credentials our pupils will need to confidently meet the challenges of our rapidly changing world.*
- ❖ *To instil and nurture a strong sense of social responsibility, integrity and environmental awareness so our pupils positively contribute to a sustainable and just society.*
- ❖ *To guide each pupil in the discovery, delight and development of their individual gifts, talents and character.*
- ❖ *To create and sustain an inclusive and contemporary school culture, where diversity, difference and individuality are recognised and celebrated.*
- ❖ *To prioritise physical and emotional wellbeing across every facet of our school community.*

1.0 INTRODUCTION

- 1.1 Young people face growing pressures to use or experiment with controlled drugs, alcohol, tobacco and other substances. The School's purpose is to do all that it can to reduce such pressures, to educate children about the risks of involvement with drugs and to maintain an environment free from illegal drugs and from the temptation to use them as well as other potentially harmful substances
- 1.2 The responsibility for the education of Lingfield students is shared with parents and effective communication and co-operation is essential to the implementation of the School's policy. Lingfield offers advice to parents and also hopes that parents will share concerns with the school should they consider their child to be involved in illegal drug usage

2.0 THE LONG-TERM IMPLICATIONS OF INVOLVEMENT IN DRUGS

- 2.1 Involvement in drugs has far-reaching consequences for the young person and their family and friends. A criminal conviction and even a caution is sufficient to stop them being considered for highly competitive subjects such as Medicine, Engineering and Veterinary Science at most universities as there is a 10-year ban in many professions from the date of a drugs conviction to being able to practice.



- 2.2 Unlike most other forms of criminal conviction given before 18, a conviction for drugs cannot just be sealed and forgotten. There are also certain countries that forbid travellers to enter if they have a conviction, such as the United States.

3.0 THE SCHOOL'S AIMS FOR MANAGING ILLEGAL SUBSTANCES

- 3.1 The School aims to ensure its compliance with the law under which it is an offence for any person to possess, use, supply or sell controlled drugs or for the School to allow its premises to be used for these purposes
- 3.2 The School aims to maintain the integrity of the school community and to reflect the wishes of parents and to provide support and confidential counselling for those who may be tempted to take risks or experiment with illegal drugs
- 3.3 The School aims to provide a firm disciplinary framework for dealing with students who bring illegal drugs into school and use or tempt others to use them, either on or off school premises, students involved with illegal drugs in this way are liable to expulsion.
- 3.4 The School aims to provide students with information about the legal, health, and social implications and possible consequences of using and misusing substances such as drugs, prescription medication, alcohol, tobacco and vaping materials. The primary aim is to enable students to make healthy, informed choices by increasing knowledge, challenging attitudes and developing coping strategies

The School aims to actively discourage the use of illegal drugs and to treat cases of illegal drug usage by students as serious misconduct which will be investigated and may lead to the imposition of significant sanctions against students. It is hoped that parents will wholeheartedly support these aims.

4.0 SCOPE OF THE POLICY

The policy applies at all times when a student is in the care of the School. It will also apply to complaints or other incidents in and out of school where an individual or the reputation of the School is affected, for example when one student is found to have offered illegal drugs or substances to another.

5.0 IMPLEMENTATION OF THE POLICY

The implementation of the Policy is meant to act as a positive and effective deterrent. The Headmaster takes overall responsibility for the Policy and its implementation, and also for liaison with the Governing Body, parents and appropriate outside agencies. The Deputy Head (Pastoral) will oversee the pastoral care implications of this Policy.



6.0 DEFINITIONS

- 6.1 For the purpose of this policy, the word ‘drug’ will be taken to mean drugs, forbidden substances and any substance that produces an intoxicating or hallucinating effect. The following substances are included under the terms ‘controlled substances’ or ‘illegal substances’:
- All illegal drugs (those controlled by the Misuse of Drugs Act 1971), including amphetamines, anabolic steroids, benzodiazepines (such as Xanax or Temazepam), cannabis (including THC), cocaine, ecstasy, GHB, heroin, ketamine, LSD
 - Volatile solvents or gases which give off a vapour which can be inhaled such as Nitrous Oxide
 - Over the counter and prescription medicines such as tranquillizers, sleeping pills and painkillers such as codeine (which is illegal to possess without prescription or to supply without a licence)
 - Use of so-called ‘legal highs’ such as nitrous oxide which were reclassified as illegal in the Psychoactive Substances Act of 2016
 - Any other substance the School considers forbidden such as alcohol, tobacco, vaping paraphernalia
- 6.2 Further details of the substances controlled by government misuse of drugs legislation can be found at the following link: <https://www.gov.uk/government/publications/controlled-drugs-list--2/list-of-most-commonly-encountered-drugs-currently-controlled-under-the-misuse-of-drugs-legislation>
- 6.3 The phrase ‘*involvement with illegal drugs*’ includes possession, use, supplying, dealing and selling illegal controlled drugs or substances resembling illegal controlled drugs
- 6.4 ‘*Substances*’ means all controlled drugs and, in the appropriate context, alcohol, tobacco, cigarettes, smoking paraphernalia, anabolic steroids and every other substance that, when abused, may damage the health, safety and welfare of a pupil.
- 6.5 ‘*Reasonable suspicion*’ means a suspicion based on a cogent reason stated by the Headmaster
- 6.6 ‘*Satisfied*’ means ‘more likely than not’ in the opinion of the Headmaster

7.0 EDUCATION

- 7.1 **Classroom Teaching:** A continuing programme of education about drugs is maintained throughout the school. The programme is delivered primarily through the School’s PSHE programme which begins in Year 7 and is delivered as part of the Tutor System, and also through lessons in subjects such as Biology, Chemistry and PE
- 7.2 **Pastoral System:** Tutors also remind their tutees of the school rules regarding drug abuse at the start of each academic year by referring to the Student Code of Conduct which is available via Firefly and students must click to agree with its contents
- 7.3 **Staff Training:** The programme of education for students will be complemented by INSET training for staff, and the school aims to update training every three years
- 7.4 **Parental Involvement:** Parents are kept informed of any changes or developments in the School’s programme of drugs education. They are invited to the School on certain occasions for pastoral talks on issues relating to adolescence and youth culture. Parents are encouraged to contact the School with any concerns they may have on the use of illegal substances

8.0 SUPPORT FOR STUDENTS

- 8.1 Help will be provided for individual students who genuinely seek it as part of the School’s pastoral care provision. The tutor system and the presence of the School Counsellor allows students to discuss their anxieties about drugs or other substances in confidence if they wish to do so. However,



confidentiality will not be provided to any student who discloses that he or she is taking illegal drugs. A student coming forward with a drugs problem will receive help but will also be required to participate in a programme of regular drug testing if they wish to remain at the school and receive its support.

- 8.2 It is important for all students to realise that the use of illegal drugs is dangerous and can be life-threatening. Students who use illegal drugs need help and support. It is the responsibility, therefore, of all students to bring concerns regarding drugs to the attention of a member of staff. Whilst unconditional confidentiality cannot always be given, the use made of such information will always be in the interests of the subject of the concern and will be dealt with sensitively and compassionately. No unnecessary third parties will be told. The police will only be informed if it is considered necessary.
- 8.3 In the event of help and guidance being needed by students and/or parents, the school can contact local services, which provide a range of support and advice. Links to appropriate support websites and charities are available on Firefly which can be accessed by students, parents and staff.
- 8.4 Drug taking can pose a significant safeguarding risk to the child and so we may make a referral to Children's Services which could result in a referral to a partner agency such as Catch 22 to aid in the rehabilitation and drugs education of the student.

9.0 INVESTIGATION

- 9.1 The School will investigate any rumour about involvement with illegal drugs or substances. The investigation may include:
- Segregating a student for no longer than is necessary
 - Asking the student questions
 - Requesting a written account of particular circumstances
 - Searching personal belongings, lockers and bags
 - Taking possession of property for analysis
 - Asking a student to provide a urine sample under appropriate supervision
- 9.2 In accordance with the Department for Education guidelines on Searching, Screening and Confiscation (2022), the School reserves the right to search students or their possessions, without consent. Where there are reasonable grounds to suspect that a student may have a prohibited item on the premises in School or on an organised school activity.
- 9.3 Investigations will be conducted fairly, and the student will have reasonable access to a telephone, toilet, food and drink. Interviews will normally be conducted by the Deputy Head (Pastoral) in the presence of the student's Head of Year or another member of staff. Sources of information will not normally be disclosed. Parents will be kept informed as far as reasonably practicable.

10.0 SCREENING, SEARCHING AND CONFISCATION

If a search of a student is deemed necessary, the search will be carried out by a member of the same sex as the student and with a witness in attendance. In accordance with the law, the person conducting the search may not require the student to remove any clothing other than the outer layers. School staff can seize any drugs found as a result of a search. Any controlled drugs found must be handed over to the police as soon as possible.



11.0 TESTING

- 11.1 Where reasonable grounds for suspicion exist, the School may carry out a drugs test without notice, although permission will be sought from parents in the case of a student under the age of 14 years. Grounds for suspicion will include long periods of lethargy, unusual signs of aggression or aggravated failure to cooperate, in addition to reports which give rise to suspicion.
- 11.2 When the Headmaster or Deputy Head (Pastoral) decides that a student will be tested, the test will take place in the Medical Room. The test will be carried out by the School Medical Officer or a suitable external professional; an appropriate member of school staff, such as the Head of Year, will accompany the student. The test used will be a saliva one.
- 11.3 Testing procedures will be in accordance with standard good practice:
- Care will be taken to make as certain as possible that the sample provided is genuine and uncontaminated
 - The saliva sample will be placed into clean sample bottles which will be sealed and labelled immediately in the pupil's presence
 - Paperwork will be done to confirm that the specimens belong to the student under investigation
 - The forms and sample will be sent immediately and securely for analysis where necessary
 - If the result that returns from the laboratory is negative, the School will incur any costs, but if positive, the student's parents will be expected to pay for the external testing process
- 11.4 If the test result is positive, it will render the student liable to immediate removal from the school premises. The Headmaster may allow the student to remain at the School subject to certain conditions.
- 11.5 If a student refuses a drugs test, they will be suspended from the School pending further investigation. The School will be entitled to draw inferences from their response and general demeanour and the police may be informed.
- 11.6 If a student voluntarily comes forward, or if their friends/parents give information that the student may be involved in drug abuse, the student may be tested as outlined in the points above.

12.0 POLICE INVOLVEMENT

- 12.1 If the School seizes a controlled drug, the drug may be destroyed if there is good reason to do so. Otherwise, the School will deliver it to the Police as soon as reasonably practicable. In all other cases, the School may decide to request the involvement of the police from the outset.
- 12.2 If the Police suspect that a student possesses or has stored drugs, substances or related paraphernalia, the police may choose to investigate using their own procedures or may pass the matter back to the School to investigate.
- 12.3 Once the school is aware of the involvement of illegal drugs both Surrey Children's Services and the Police are to be informed.

13.0 SANCTIONS

- 13.1 The School will consider each substance incident individually and recognises that a variety of responses will be necessary to deal with incidents.
- 13.2 The School will take possession of a substance that is or is suspected to be an illegal drug to protect the student from harm and from committing the offence of possession. This is permitted in law.



School staff will not attempt to analyse or taste an unidentifiable substance. The substance will be handed over to the police who will be able to identify whether it is an illegal drug.

- 13.3 Appropriate counselling and support will be available to those students perceived to be at risk
- 13.4 Following an investigation, the School will initiate sanctions ranging from monitoring procedures to verbal/written warning and expulsion, depending on the gravity of the offence.
- **Sanctions for Supply:** Those who sell illegal drugs, possess them with intent to supply, distribute them to encourage others to use them, whether on the School premises or off-site but under the auspices of the school (e.g. on a School trip) will be expelled.
 - **Sanctions for other Involvement:** In every other case where the Headmaster is satisfied that there has been involvement in illegal drugs on or off School premises while under the auspices of the School, or where a student has tested positively for illegal drugs, the student will normally be expelled as the health and safety of other students is directly at risk.
- 13.5 Alternative sanctions, depending on all the circumstances, including the student's degree of involvement and at the sole discretion of the Headmaster after consultation with the Chairman of Governors may include a suspension.
- 13.6 As an alternative to expulsion in cases which do not involve supply or encouragement to others to use illegal drugs, the Headmaster in his sole discretion may permit the student to remain at the School subject to a regime of testing without warning at intervals during the following two years. Both parents and students to whom this regime is offered would be required to sign consent forms. A student testing positive to illegal drugs while on this regime would be expelled immediately. All records of drug testing will not be used for any other purpose and will be destroyed when the student concerned leaves the School.
- 13.7 **Review Procedure:** A decision to expel a student or require a student to leave will be subject to review by a panel of three Governors upon written request made by the parents in accordance with the Review Procedure

14.0 MONITORING

This Policy will be reviewed at least annually and following either any serious incident involving students and drugs or the issue of new guidance from the Department for Education (DfE)

15.0 OTHER RELATED POLICIES

- Behaviour Management Policy
- Child Protection and Safeguarding
- Complaints
- Data Protection
- Educational Visits
- Exclusion
- Medical Conditions
- PSHE
- Staff Code of Conduct
- Whistleblowing

Last reviewed August 2025

Next review due August 2026