

Kingsbrook School

'A unique service for unique young people'

Local Anti – Drugs Procedure

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INTRODUCTION

Drugs - A Definition

'A substance people take to change the way they feel, think or behave' (United Nations Office on Drugs and Crime) This definition includes all illegal and legal drugs including alcohol, tobacco, medicines, volatile substances, new psychoactive substances and other unauthorised substances.

The majority of young people of school age have never used an illegal drug. Of those who do experiment with illegal drugs very few will go on to become problem drug users. However, most will at some stage be occasional users of drugs for medicinal purposes and many will try tobacco and alcohol. Every school therefore has a responsibility to consider its response to drugs and all schools are expected to have a procedure which sets out the school's role in relation to all drug matters. (Drugs: Drugs: Guidance for Schools DFES 2004)

- This school values and promotes drug education and the health and well-being of the school community
- The procedure supports the school vision of a healthy school where students are able to lead healthy drug free lives
- This school supports the view that 'illegal and other unauthorised drugs are not acceptable within the boundaries identified within the procedure'.

Dissemination

This procedure should be widely publicised to all in the school community: The procedure will be written in such a way as to be accessible to pupils, teachers, parents/carers and the wider community.

Key reference documents: Drugs: Guidance for Schools DFES 2004 ☐ DfE and ACPO drug advice for schools - 2012 Drug, alcohol and tobacco education -curriculum guidance for schools at key stages 1-4 (QCA 2003)

PURPOSE

The purpose of the school Anti-Drugs procedure is to:

- Clarify the legal requirements and responsibilities of the school
- Reinforce and safeguard the health and safety of pupils and the school community
- Clarify the school's approach to drugs for staff, pupils, governors, parents/carers and the wider community
- Give guidance on developing, implementing and monitoring the drug education programme
- Enable staff to manage drugs on school premises, and any incidents that occur, with confidence and consistency, and in the best interests of those involved
- Ensure that the response to incidents involving drugs complements the overall approach to drug education and values and ethos of the school
- Provide a basis for evaluating the effectiveness of the school drug education programme and management of incidents involving illegal and other authorised drugs
- Reinforce the role of the school in contributing to local and national strategies

DRUG EDUCATION

The aim of drug education is to ensure that all students are aware of the impact that drugs may have on themselves and the wider community. Drug education is delivered through Personal, Social, Health and Economic (PSHE) Education. Drug education is delivered by staff during PSHE or timetabled lessons, including Science and PE. Visiting contributors may also choose to speak to students via assemblies. All staff will be fully aware of the School's Anti-Drugs Procedure and its impact on individual students via consultation with the Head of School and Designated Safeguarding Leaders.

Specific Issues

- Staff will offer honest and unbiased information in lessons according to the agreed procedure.
- Staff should be aware that individual advice about a student's personal use of substances is not appropriate but that the provision of information about other sources of information/support agencies/help-lines is.
- Whilst some support agencies may offer advice regarding harm reduction strategies this will not form part of Kingsbrook's teaching regarding Drugs.

Confidentiality/Disclosure

Staff should be reminded to follow the school's procedure on confidentiality issues. Pupils should also be made aware of the boundaries of confidentiality should they choose to make a disclosure to a member of staff i.e. staff cannot agree to keep secrets, they will share all information that puts a student's health or wellbeing at risk.

Parental/Carer Awareness

At Kingsbrook School we understand we will gain more support from parents/carers around drug education if parents/carers are kept informed of what issues are covered in drug education and are provided with appropriate information on drugs and sources of help and support. This also helps to ensure that appropriate discussions take place at home, which reinforce what happens in the classroom.

Where appropriate CPD sessions will cover drug awareness for staff members to refresh their knowledge regarding drug misuse.

The Head of School is responsible for reviewing the school procedure and drug education programme.

Where a significant drug related incident occurs in school this information will be shared with the students' parent/carers, police authority and social worker.

Any responses made will take into account the particular circumstances presented and careful consideration will be given to the implications of any action taken, seeking to balance the interests of the student or students involved, their families, the school and the local community.

Assessment, Monitoring, Evaluation and Reviewing Drug education will be monitored and assessed through the teaching of PSHE.

MANAGEMENT OF DRUG RELATED INCIDENTS

The possession, use or supply of illegal and other unauthorised drugs within school boundaries is clearly unacceptable and in dealing with drug related incidents the schools primary concern will be with the health and safety of those involved and of the school community as a whole.

Drugs related incidents can generally be placed into one of three categories,

- Rumours of use or dealing on or off the premises
- Actual use or dealing on or off the premises, including a first aid response

- Disclosures of own or others use from a student or parent and requests for help and support

Responses to drug related incidents will be addressed in a supportive and pastoral manner and in accordance with the school's Behaviour Management Procedure.

Students who require the use of prescription drugs will have their medication stored, administered and recorded in line with Kingsbrook's 'Administration & Storage of Medication Procedure'.

No other drugs or drug paraphernalia should be brought into school by students at any time. Students suspected of being in possession of drugs or drug paraphernalia may be searched (refer to the school's Searching, Screening and Confiscation Procedure). This must be done in the presence of a senior member of staff and at least one other adult.

Female students must only be searched by female members of staff.

If a student or parent/carer on the school site is suspected of being under the influence of drugs or alcohol, then a senior member of staff must be contacted immediately. The student will be dealt with according to Kingsbrook's Behaviour Management Procedure keeping in mind the supportive focus that is the guiding principle of the procedure.

If the police are required, then they should only be informed after consultation with the Head of School. Incidents involving drugs must be recorded using school Incident Reporting systems.

Kingsbrook is a no-smoking site. Staff consumption of alcohol on the school site is only permitted at scheduled school functions approved by the Head of School.

Confidentiality

Any information concerning drug use may be shared internally and externally with due consideration to pupils rights and needs.

Child Protection and Safeguarding Concerns over drug use should be followed up as outlined by the Safeguarding Procedure and this procedure.

Liaison with External Agencies

The Designated Safeguarding Lead/Head of School will consult with external agencies as appropriate in relation to drug related incidents at Kingsbrook.

Key documents which have informed this procedure

Drugs: Guidance for Schools, DfES/0092/2004 www.dfes.gov.uk/drugsguidance

DfE and ACPO drug advice for schools, Association of Chief Police Officers (2012)
www.education.gov.uk

School Anti-Drug Procedure Review Process - Blueprint 2004 (good examples of questionnaires for use with students in consulting around the drug procedure)
www.drugeducationforum.co.uk

Additional useful websites www.teachernet.gov.uk/pshe

www.qca.org.uk

APPENDIX 1 –

EXTERNAL CONTRIBUTORS TO DRUG EDUCATION IN SCHOOLS

'Teachers should always maintain responsibility for the overall drug education programme. External contributors should not be used as substitute teachers, nor should they constitute the entirety of a schools drug education programme. When working directly with pupils they should add a dimension to the drug education programme that the teacher alone cannot deliver'. (DfES Drugs Guidance for Schools Document p 38).

External contributor's role: 'Used appropriately external visitors have a valuable role to play in supporting schools and working alongside teachers'. (DfES Drugs Guidance for schools document page 39). Contributions could include:

- To support schools and work alongside teachers
- To assist in programme planning
- Supporting staff through training or team teaching
- To provide support for both parents and carers
- Provide classroom input
- Support pupils of the school who may need support, guidance or specialist help

External contributors: Schools are strongly recommended to liaise with HCC and their local Healthy Schools Programmes, who will inform the schools of a wide range of individuals and agencies who can support drug education programmes.

VETTING EXTERNAL CONTRIBUTORS AND CHILD PROTECTION:

Schools should ensure that:

Non DBS checked visitors should work alongside the teachers and NOT be left alone with groups or individuals or pupils.

All visitors need to be clear about the school policies on:

1. Confidentiality and disclosure
2. The child protection procedures
3. The schools values and approach to drug education and managing substance related incidents
4. Any other relevant policies
5. Visitors are clear about the required learning outcomes
6. The visitors input and involvement are integrated into the schools programme, not just a one off event
7. Visitors should be clear about their roles and responsibilities and boundaries when working within the school community

Care will be taken to ensure that the education meets the overall aims of Kingsbrook's Drug Education Procedure, that the learning is pupil centred, that it does not glamourise drug use and that where possible pupils are given a voice and are involved at the onset of the programme and follow-up work i.e. writing invitations and thank you letters.

Used appropriately visitors will enhance the drug, alcohol and tobacco education already being delivered within Kingsbrook by adding a dimension that the teacher, facilitator alone could not deliver. It also enhances and addresses some of the PSHE learning opportunities whereby pupils' reflect and evaluate what they have learnt from the outside visitors.

Websites: Details of local agencies can be found on the Home Office National drugs Strategy website at www.drugs.gov.uk

APPENDIX 2

SECONDARY DRUG INCIDENT SCENARIOS

1. Pupils found using cigarettes or alcohol
2. Pupils found with what looks like an illegal drug on the school premises.
3. A pupil is found unwell on school premises with the suspicion of using drugs (which could include medicines)
4. Rumours of a young person selling drugs outside school.
5. Rumours of a young person bringing in drugs for other people.
6. Staff suspected of teaching under the influence of drugs.
7. Pupils going off site to probably use drugs
8. Drugs found on school premises
9. Pupils seen using drugs off the school premises
10. pupil discloses own involvement with drugs.
11. A pupil discloses a parent, relative or friend is using drugs.
12. A parent seeks advice from the school about possible drug use by a pupil
13. A parent is suspected of being under the influence of drugs when on school premises
14. The school becomes aware of the availability of the sale of drugs in the school vicinity.

APPENDIX 3

Involving the Police

The misuse of drugs is a growing issue for all areas, from the larger urban centres to the most rural communities. Misuse of drugs is often associated with levels of poverty, deprivation and crime. While there is some correlation, the growth in drug misuse is such that it affects all our communities irrespective of social disadvantage or privilege and new ways of tackling substance misuse issues have to be found.

At Kingsbrook we hope that we have an effective education programme and procedure and procedures for dealing internally with drugs related incidents. While there may be circumstances that arise which necessitate police involvement this will not be an automatic response to a drug related incident. The Head of School will make a judgment about the necessity to inform the police considering the nature of the incident and the presentation/cognitive ability of the student(s). In all cases an appropriate response will be made to drug related incidents but they may not always involve contacting the police.

The following guidance should help inform decision making:

DfES "Drugs: Guidance for schools" <https://www.gov.uk/government/publications/drugs-advice-for-schools>

Police Involvement

Schools have no legal obligation to report an incident involving illegal drugs to the police. Nevertheless, not informing the police may prove to be counter-productive for the school and wider community.

The law permits school staff to take temporary possession of substances suspected of being illegal drugs for the purposes of preventing an offence from being committed or continued - provided that all reasonable steps are taken to destroy the substance or deliver it to a person lawfully entitled to take custody of it (see DfES guidance para 4.7 for further advice).

Cannabis is a Class B drug. As such it remains an illegal substance. Small quantities of this substance coming into the possession of staff may be disposed of independently but with a second member of staff present and the incident being recorded.

The following are the most common Class A & B drugs and substances suspected of being any of these should be retained for disposal by the police: heroin; ecstasy; LSD; cocaine; crack cocaine and amphetamines.

When suspected illegal substances are handed over to the police, there is no obligation to identify the person from whom they were taken. However, the police will expect to be given any information that may assist in identifying those dealing in drugs.

Schools should be aware that once a police officer (as opposed to a member of school staff) finds illegal drugs on a pupil, the school's discretion as to what action to take no longer exists.

Urgent Action Required

Where a school has recovered drugs from a pupil, or suspects that a particular pupil is in possession of an illegal substance the police may be asked to attend. Where the pupil is suspected of having possession but has refused to hand it over to a member of the teaching staff, only a police officer has powers available to search under the Misuse of Drugs Act 1971. The police officer attending will seek to obtain the reasonable grounds required for searching from information given by school staff.

Non-urgent Action Required

Schools may have cause to suspect that illegal drugs are in wider circulation in or around the school. If the decision is taken to involve the police in seeking a resolution, initial contact must be with the Local Policing Unit (LPU) Inspector.

Head teachers are not empowered to authorise the police to conduct general searches of pupils or their personal property. Under normal circumstances the police will not use passive¹ or proactive² dogs to search pupils and their property unless there has been sufficient evidence to obtain a search warrant under the Misuse of Drugs Act from a magistrate. (See DfES guidance para 4.10.2 and appendix 10). There are serious implications for schools when "sniffer" dogs are used. These are outlined in appendix 10 of the DfES guidance and need to be considered carefully.

Because of limited resources, demonstrations of drugs searches by police dogs are not available on request but are sometimes arranged as part of a wider response to suspected drug use. Where such a demonstration is arranged it will not be used surreptitiously as a detection exercise and participating volunteers will be sought from staff and not pupils.

If Police are invited to become involved in dealing with suspected illegal drug possession, the school should have procedures in place of how to deal with the aftermath of such

operations. Involvement of the police should be covered in the schools drug procedure or as a separate set of procedures (see DfES guidance, appendix 10 to ensure that all eventualities have been covered).

These guidelines must be read in conjunction with the Drugs: Guidance for schools document, which outlines police involvement (section 4.6).

In line with UNICEF's Rights Respecting Schools Award, the above procedure demonstrates that the following articles are embedded in Kingsbrook's practices:-

Article 1 Everyone under 18 has all the rights of the convention.

Article 2 Applies without discrimination

Article 3 All organisations concerned with children work towards what is best for each child

Article 14 Right to think and believe what they want, practice their religion – as long as they are not stopping the rights of others

Article 15 Right to meet with others as long as it does not stop others enjoying their rights

Article 28 Right to an education

Article 29 Education to develop respect for others

Article 30 Right to own culture, religion, language

Article 31 Right to leisure

Article 37 If the law is broken children have the right to not to be treated cruelly

Article 39 The right to help if neglected, abused or hurt

Linked Policies: Confidentiality, Behaviour Management, Anti-Bullying, Child Protection and Safeguarding, Searching, Screening and Confiscation