

# Bedford High School

A Specialist Business and Enterprise College

Work Hard – Be Respectful – Take Responsibility



## Drug & Alcohol Policy

<b>School Address</b>	Manchester Road Leigh WN7 2LU
<b>School Contact Number</b>	01942 909009

### Document control

Reviewed:	September 2025
Reviewer:	B. Moss
Next Review:	September 2026
Electronic copies of this plan are available from:	FROG VLN
Hard copies of this plan are available from:	School Business Manager

### Changes History

Date	Description	Changes
September 2023	Re-written	All
September 2024	Amendment to wording on other items to search to include items that contravene other policies	5
September 2025	Amendment around disposable vapes in the UK	3

## **Drug and Alcohol Policy for Students**

The policy is informed by DfE and ACPO drugs advice for schools:

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

Bedford High School seeks to provide an environment where all members of the community are safe from harm. As such, the school takes a robust approach to any individual or group that violates our behaviour, drugs or anti-bullying policies. This is a school where human rights are respected; as such the responsibility to maintain high standards of behaviour lies with all members of Bedford High School community. The school acknowledges its legal duties under the Equalities Act 2010 in relation to all protected groups including SEND (Special Educational Needs and Disabilities) and will always take their circumstances into account. It is our aim to help all students to be able to take their place safely in a world where a wide range of drugs exist.

### **Education and Prevention**

We believe that knowledge is power and so we ensure that age appropriate education and support is provided through PDE (Personal Development and Ethics), science lessons as well as during form time. Students say that they find input from external education agencies particularly useful. In response we aim to ensure that this is provided by approved agencies at regular intervals throughout their time at Bedford High School. We also recognise the importance of continued professional development and ensure this is regular, up to date and context specific.

### **Definition of a drug**

A drug is a substance that affects the way in which the body functions physically, emotionally or mentally. For purposes of this policy, by 'drugs' we are referring to illegal substances and also legal substances such as: alcohol, tobacco, volatile substances, over the counter or prescription medicines and new psychoactive substances. By drugs paraphernalia we mean items such as cannabis grinders, rolling papers, filters, matches, lighters and pipes etc.

### **Drugs on school premises**

The legal definition of school premises includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields, car parks and also extends to include other settings such as vehicles, boats, marquees or any venue managed by the school at the time e.g. premises of a school trip or visit.

#### **● Medicines**

The school has a policy/procedure for the administration of medicines that must be followed for everyone's safety. These are set out in our Medicines policy.

#### **● Alcohol**

No alcohol may be brought on to school premises or consumed during the course of a school day. Any adult (or staff, students, parents, carers and visitors) under the effects of alcohol will be asked to leave the premises and return at a later date for the safety of the whole school. Parents/guardians will be asked to collect their children from the school and will be encouraged to seek immediate medical support.

- **Smoking/Vaping**

School premises are a no smoking site at all times. Students are not permitted to bring to school smoking materials, such as cigarettes and vapes, and including matches and lighters. In the interests of health and safety, should a student be found in possession of any of these on school premises, they will be confiscated and parents/guardians informed. This also applies to 'vaping' and the use of electronic cigarettes. With disposable vapes being removed from sale from May 2025, if these are found in school they will be disposed of and the police contacted, with possible intelligence shared as to the origin of the sale of the items.

- **Illegal drugs and "psychoactive substances"**

No illegal drugs, new psychoactive substances or drug paraphernalia are allowed to be brought on to, or used on school premises. Bringing any such items onto school premises is considered a serious breach of this drugs policy. Seeking to influence or glamorise illegal drug use or the use of psychoactive substances either in person on school premises or via social networking sites is also considered a serious breach of this drugs policy.

- **Solvents**

The school will ensure that potentially hazardous substances it authorises are stored safely, and students will be supervised if it is necessary that they come into contact with them in the course of their work. Students are not permitted to be in possession of solvents. Bringing solvents or hazardous substances onto school premises is considered a serious breach of this drugs policy.

### **Responses to drug related incidents**

A drug incident may be any of the following:

- Finding drugs, or related paraphernalia, on school premises
- Possession of drugs by an individual on school premises
- Use of drugs by an individual on school premises
- Supply of drugs on school premises
- Individuals disclosing information about their drug use
- Student reports of parents/guardians, staff or other students using drugs
- Hiding drugs in or around the school premises for later collection (by themselves or by third parties)
- Glamorising or encouraging the use of drugs and other substances

Any response to drug related incidents needs to balance the needs of the individual student concerned with the wider school community. Exclusion from school is not an automatic response to a drug incident but permanent exclusion is considered in serious cases where:

- There is a serious breach or persistent breaches of our Drugs and/or Behaviour Policies and
- Allowing a student to remain in Bedford High School would seriously harm the education, safety or welfare of the student or others in the school.

A member of the SLT will (normally) be responsible for co-ordinating the management of drug-related incidents, offering sources of support and liaising with outside agencies. Incidents will be dealt with after assessing the situation and will be reported to the Headteacher. All incidents and responses will be recorded within 24 hours.

Questions for SLT to reflect upon when making decisions:

1. Specific time and location of the incident.
2. Are there any aggravating factors?
3. What age are the students involved?
4. Is there a large amount of the substance prepared for dealing?
5. Are there signs and symptoms of problematic drug use, e.g. change of appearance or behaviour?
6. Is there any indication of links to gangs or county lines?
7. Are there any wider safeguarding concerns and/or external agency involvement?

### **Drug Misuse outside the school premises**

In line with government guidance on Behaviour & Discipline in Schools (January 2016) the school may impose sanctions on a student for misusing drugs outside schools when students are:

- taking part in any school-organised or school-related activity, or
- travelling to or from school, or
- in some way identifiable as a student at the school.

The school may also impose sanctions on a student for misusing drugs at any time, whether or not the conditions above apply, if the misuse:

- could have repercussions for the orderly running of the school, or
- poses a threat to another student or member of the public, or
- could adversely affect the reputation of the school.

### **Individuals in possession of drugs**

If any student or adult on school premises is found in possession of an unauthorised drug it will be confiscated, if possible. If the drug is suspected to be illegal, the school will contact a police officer for discussion and advice. Further guidance on this is under Appendix A, When to Call the Police. Illegal substances will be handed to the police to be legally destroyed as soon as possible and not stored. Parents/guardians will be informed (unless for safeguarding reasons this is not in the best interests of the student) and other professionals such as the local authority, Targeted Youth Support Services (TYSS), We Are With You (WAWY), Police, GP and Social Services will be informed or consulted as appropriate.

### **Confidentiality**

Bedford High School will always seek to work with parents/carers when information or allegations of drug use are made. There may be occasions when, for safeguarding reasons, this may not be appropriate (refer to Safeguarding policies for more information on this). Complete confidentiality can never be promised to a student though information given in confidence will not generally be disclosed to anyone else. In particular if a student chooses to disclose that they are using a drug

without medical authorisation, this information will not be used against them. However, action will be taken to try to ensure the student comes to no serious harm if this is considered a risk. Regarding disclosures, staff will adhere to the Safeguarding, Child Protection and Early Help policy, Keeping Children Safe in Education 2022 (KCSIE) and their annual safeguarding training.

### **Support for students**

At Bedford High School the welfare of the student is paramount and intervention will be made if the school feels a student is showing signs which indicate particular risks of, or from, involvement with drugs, whether their own or the involvement of their parents or guardians. The Wigan Drug and Alcohol Support Pathway (Appendix B) is employed to support the student. The school believe that early intervention, where possible, is significant. Such interventions may include:

- Support and advice in school (Pastoral Guidance Officer, Pastoral Manager, DSL, deputy DSLs, Safeguarding Mentor, School Nurse, etc)
- Referral to specialist outside agencies for support, e.g. WAWY
- Working with the Police

### **Right to Search**

In line with recent legislation and guidance set out in the Behaviour and Rewards Policy, the staff at Bedford High School reserve the right to search students if they have reason to believe that they are carrying offensive weapons, illegal substances, anything that is illegal or dangerous or items that may contravene the behaviour policy. Searches will be carried out by pastoral staff or members of the Senior Leadership Team of the same gender and parents or guardians will always be informed when this has happened. Bedford High School works closely with its Police School Engagement Officer. If students are involved with any activity which breaks the law the police may be involved in intimate searches and the confiscation of items, Similarly, the police will be involved if any student is suspected of having contact with an illegal substance. This includes possession, using or dealing. In such cases, the police will decide what course of legal action, if any, should be taken.

### **Links to other policies**

- Behaviour & Rewards Policy
- Safeguarding, Child Protection and Early Help Policy

### **Useful Organisations**

We Are With You (WAWY) offer a service of referral for schools and guidance via their website.

Website: <https://www.wearewithyou.org.uk/>

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services.

Tel: 020 3817 9410 Email: [admin@adfam.org.uk](mailto:admin@adfam.org.uk) Website: [www.adfam.org.uk](http://www.adfam.org.uk)

Alcohol Change UK works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems

Tel: 020 3907 8480 Email: [contact@alcoholchange.org.uk](mailto:contact@alcoholchange.org.uk) Website: [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)

ASH (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco. Tel: 020 7404 0242 Email: [enquiries@ash.org.uk](mailto:enquiries@ash.org.uk) Website: <https://ash.org.uk/home/>

Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people.

Tel: 01206 714 650 (general queries only) Email: [info@coramclc.org.uk](mailto:info@coramclc.org.uk) Website: [www.childrenslegalcentre.com](http://www.childrenslegalcentre.com)

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm.

Tel: 020 7766 9900 Website: [www.drinkaware.co.uk](http://www.drinkaware.co.uk)

Drinkline - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking. Tel: 0300 123 1110 (lines are open 24 hours a day)

Drugwise is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service. DrugScope also hosts the Drug Education Practitioners

Forum. Tel: 020 7520 7550 Email: [info@drugscope.org.uk](mailto:info@drugscope.org.uk) Website: [www.drugwise.org.uk](http://www.drugwise.org.uk)

FRANK is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs.

24 Hour Helpline: 0300 123 6600 Email: [frank@talktofrank.com](mailto:frank@talktofrank.com) Website: [www.talktofrank.com](http://www.talktofrank.com)

Family Lives - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects.

Tel: 0808 800 2222 Website: [www.familylives.org.uk](http://www.familylives.org.uk)

Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse) A national charity providing information for teachers, other professionals, parents and young people. Text: 07496 959930 Information line: 01785 810762. Email: [info@re-solv.org](mailto:info@re-solv.org) Website: [www.re-solv.org](http://www.re-solv.org)

Smokefree - NHS Smoking Helpline: 0300 123 1044 Website: <https://www.nhs.uk/smokefree>

Stars National Initiative offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse. Website: [www.childrenssociety.org.uk](http://www.childrenssociety.org.uk)

Targeted Youth Support Services (TYSS) are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to prevent offending by young people under the age of 18. Further information available at:

<https://www.wigan.gov.uk/Resident/Health-Social-Care/Children-and-young-people/Targeted-Services.aspx>

## Appendix A – when to call the police



