

Ormiston Forge Academy

Drugs, Alcohol and Tobacco Policy



Approved by the SLT on behalf of the Governors Finance and General Purposes Committee
under powers delegated by the Governing Body: **2nd March 2015**

Review period: **March 2017**

This policy governs any activity operated by or associated with Ormiston Forge Academy whether on or off the Academy premises and forms part of our safeguarding procedures.

Drug Education through the Citizenship (PSHE) Programme

- Drug education in Ormiston Forge Academy is a part of the Personal, Social and Health Education programme and features in all years, from Year 7 to the Sixth Form. It is organised by the PSHE co-ordinator and Progress Year Leaders, reviewed annually and shares the same aims and objectives.
- It is monitored continually and evaluated annually by the PSHE Co-ordinator. Senior staff may also be involved in monitoring as part of classroom observation. Governors will also be involved in the evaluation through discussion at the Governors' Curriculum Committee.

Drugs Education through the Academy Ethos, Curriculum and Environment

- Ormiston Forge Academy is a 'telling' Academy. All students are encouraged, through teachers, tutors and assemblies, to tell an adult if they have evidence of drug misuse.
- Ormiston Forge Academy is a caring Academy. Therefore in the same way students are encouraged to care for the health and welfare of their peers.
- Drug education may also occur in other curriculum areas, such as, Science, the Humanities and English. It will be taught with the same aims and objectives as the PSHE programme.
- Drugs education is also affected by the Academy environment. Staff on duty will be alert to areas where drug abuse might take place, such as, toilets and corners of the playground. They will also be alert to signs of drug misuse in individual students.
- At times, Drug Misuse Awareness evenings for parents may be arranged with other local secondary Academies.

Dealing with Drug-Related Incidents

Alcohol and Solvent Misuse

If staff suspect alcohol or solvent misuse, the student should be detained immediately and sent to the Progress Year Leader or Assistant Progress Year Leader, or Senior Staff who will decide whether medical examination is necessary. Parents will be contacted to take the students out of Academy immediately to take care of them. Parents and students will be asked to attend Academy the following morning to discuss the incident with the responsible staff in order to prevent a recurrence. A referral to Sandwell DECCA (Drug Education, Counselling and Confidential Advice Team) will also be made by the Success Centre staff.

Sanctions

- Students concerned will be given a short-term exclusion by the Principal and the incident discussed in full before the student is readmitted. The DSP and other relevant agencies may also be involved.
- After re-admission Students concerned may also be detained by Senior Staff during breaks and lunchtimes.

Illegal Drugs

- Students caught in possession of illegal substances should be detained and taken to Senior Staff immediately.
- If the teacher is able to take possession of the illegal substance, it should be taken to the Academy safe to be handed to the police.
- Students concerned should be isolated by Senior Staff. Senior Staff will call the police to investigate the incident with the full co-operation of staff. Police will determine appropriate action. Detailed records should be kept by staff. Any comments or responses made by the student should be recorded as accurately as possible as this may well be required by the police and used by either prosecution or defence at a later date if proceedings are instigated against the student.
- Parents should be informed as soon as there is evidence that their child is implicated, following consultation with the police.
- The police may take the child to the police station. This should be done with parents if possible.
- If students are questioned by Senior Staff as a result of concerns being expressed by others, parents should be informed, even where no evidence has been found. This should be handled sensitively.

Recording a Drug-related incident

- Any incident that is reported under the requirements of this policy must be formally recorded.
- The report will be updated as necessary by any Senior member of staff who takes further action

Sanctions

- Students concerned will be given a short-term exclusion by the Principal, and the incident discussed in full before the student is re-admitted. The Principal would want to be convinced that the incident will never happen again and that there was no evidence of dealing. The DSP and other relevant agencies may also be involved.
- After re-admission Students concerned may also be detained by Senior Staff during breaks and lunchtimes, asked to research in their own time and present a project on drug misuse and to undertake a specific appropriate drug misuse education session.
- Where the police find evidence of drug dealing within Academy or where there has been repeated possession of drugs in Academy, the Principal may exclude permanently.

This policy will be reviewed annually by the Academy SLT.