

SCHOOL POLICY ON ALCOHOL, DRUGS, SUBSTANCE ABUSE, SMOKING

(Parents please note that the tone of the policy is for the sake of clarity to colleagues)

This policy outlines the aims, means of dissemination and organisation of the College's programme of education in the above areas.

AIMS

The College's aim is to provide an education for life which renders the taking of illicit drugs irrelevant and unnecessary. Our aim is also to ensure all pupils know of the inherent dangers and so are deterred from experimenting. House staff, the Chaplain, the school doctors, Sick Bay and all Tutors are ready to support pupils in difficulty.

DISSEMINATION

Education in these areas is carried out as part of the curriculum in PHSME, Biology, RS, Key Skills, Assemblies, and Issues Days and through Tutorial times. Details are available from Heads of Department and Senior Leadership Group.

PARENTS are made aware of the alcohol, drugs and no smoking policy of the school through notices, and of sanctions on all these issues through the Yellow Book. They are invited to attend occasional presentations on the issues by professionals, the police and the services.

STAFF must act in accord with the mission statement when professionally engaged and may not smoke on the site. The school policy is made clear to all prospective teaching staff at interview. Staff know that they cannot guarantee confidentiality to pupils when illicit usage etc. is disclosed.

ORGANISATION

Rules

No alcohol, illicit drugs / substances, smoking materials or means of ignition may be brought by a pupil, on to the school site.

The law of the land must be obeyed at all times. On a Saturday evening, for those over 18, a maximum of two named pubs may be visited. The pupil has to specify where s/he will be on the signing out form. On return from Saturday town leave all pupils must report in person to the member of staff on duty in their House. Houseparents must spell out the under age drinking laws to their charges. A roll call in House is taken at 7.00pm. Leave ends at 10.30pm for Yr. 12 and 11pm. For Yr. 13.

RESPONSES TO INCIDENTS

Alcohol abuse:

1. inform Houseparents immediately if behaviour is at all suspect
2. in serious cases ring sick bay and jointly decide whether (and where any danger is apparent) pupil should be visited by Sister in House. Or brought across to sick bay. In emergency ring 999 first.
3. in all cases contact Headmaster (HM) and Deputy Head to inform him of your judgment in the matter. In serious cases inform HM at once, or deputy if HM is away.
4. Houseparents to decide with HM when (not if) and how best to inform parents. eg small hours may not be necessary / helpful.
5. if pupils are found on site with alcohol, HM or deputy should be informed immediately. Depending on whether the abuse is mild or severe, whether the situation is possession or inebriation, so the course of action will vary from confiscation of materials + letter home + fatigues, gating, through to suspension etc.
6. If pupils are found with false ID cards, HM or Deputy should be informed immediately.

Drug / substance abuse:

1. inform Houseparents and HM immediately on discovery
2. if suspicions are raised inform Houseparents only
3. searches of personal property and living areas should only be conducted with the consent of those affected and after informing HM/deputy.
4. random testing may be employed once the parents/guardians have been informed
5. pupils in possession of illegal substances or found abusing legal ones will be liable to suspension or expulsion.
6. keep any paraphernalia that may be related to an incident
7. confiscate any substance you are suspicious of. Dispose of it within 24 hours keeping a careful witnessed record.
8. Be careful how you approach a pupil you suspect has possession of illegal drugs. If they will not hand these over, consider calling the police.
9. Never make intimate searches. Search a bag or coat only with pupil's agreement and in the presence of another adult.
10. Avoid hasty accusations and public statements.
11. Gather information discreetly and plan a meeting with those involved.
12. When responding, focus on the welfare of the pupil, good relations with parents and get help with legal issues.

Smoking:

1. the standard fine for being caught smoking or with smoking materials is £5. The fine will be accompanied by a letter sent to parents.
2. this is given in cash to the Houseparents who will lodge it with the Chaplain to be given to a charity.
3. smoking in a building constitutes a fire hazard and for this the fine should be doubled and a letter sent to parents
4. any pupil caught smoking more than once in a term must be sent to the Deputy Head as well as fined £10. Three offences in a six month period may lead to suspension and a course of counselling upon return.
5. a senior pupil caught smoking in the presence of a younger pupil may be liable to suspension.
6. to be in the company of a pupil smoking is a smoking offence.

SANCTIONS

The use of alcohol or drugs (without the approval of the school doctor), the abuse of solvents or aerosols, may lead to suspension or expulsion. The selling of drugs to pupils carries the severest penalties. Smoking incurs at least a fine (see above).

TESTING

The school reserves the right to test for drug abuse.