Drug and Substance Misuse Policy

Crisp Vocational Provision Ltd

Building futures for tomorrow

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Contents

Introduction 2
References 2
Definitions 2
Roles and Responsibilities 3
The Proprietor 3
Headteacher and Senior Leadership Team (SLT) 3
Behaviour and Engagement Lead 3
Teaching and Support Staff 3
Parental and Community Involvement 3
Students 4
Drug Education and Prevention 4
Curriculum and PSHE Education 4
PSHE and Relationship Education 4
Teaching Strategies 4
What to do if Drugs or Substances are discovered 5
Students suspected to be under the influence 5
Dealing with Parent/Carers under the influence on Provision Premises 6
Safeguarding Concerns 6
Discipline and Consequences 6
Support for Student Affected by Substance Use 6
Staff Training and Development 7
Community Engagement 7
References 7

Introduction

The policy should is designed to safeguard Student, promote well-being, and ensure compliance with legal and safeguarding duties under the DfE's "Keeping Children Safe in Education" (KCSIE) and the Misuse of Drugs Act 1971.

References

- Misuse of Drugs Act 1971
- DfE and ACPO Drug Advice for Schools (2012)
- Keeping Children Safe in Education (KCSIE) (2024)
- Health and Safety at Work Act 1974

Definitions

The definition of a drug given by the United Nations Office on Drugs and Crime is: 'A substance people take to change the way they feel, think or behave.'

This includes:-

- All illegal drugs.
- All legal drugs, including alcohol, tobacco, volatile substances (those giving off gas or vapour which can be inhaled), and alkyl nitrates (known as poppers).
- All over-the-counter and prescription medicines.

Roles and Responsibilities

The Proprietor

- To ensure that a clear, robust policy is in place.
- Monitor the implementation and effectiveness.

Headteacher and Senior Leadership Team (SLT)

- The Headteacher takes overall responsibility for providing a safe place of work for all staff and Student and as such takes responsibility for this policy, its implementation and for liaison with the proprietor, parents/carers, Local Authority and appropriate outside agencies in the event of a drugrelated incident.
- Student who are suspected of being at risk from drugs, and in particular truanting, Student will be supported and monitored with assistance from relevant agencies such as Children Social Care and the Police.
- The Headteacher, or in her absence, a member of the Senior Leadership Team is the first point of contact for advice/support in dealing with a drug related incident.

Behaviour and Engagement Lead

- The leader, together with the Headteacher has a general responsibility for supporting other members of staff in the implementation of this policy.

Teaching and Support Staff

- Drug prevention is a whole school issue. All staff, both teaching and non- teaching, should be aware of the policy and how it relates to them should they be called upon to deal with a drug-related incident. This includes lunchtime supervisors, the site manager and the cleaning staff.
- If they have any queries or training requirements these should be made known to the Headteacher.
- The Site Manager regularly checks the school premises- any substances of drug paraphernalia found will be recorded and reported to the Headteacher and dealt with in accordance with this policy.

Parental and Community Involvement

- Parents and carers are encouraged to support the school's drug education programme. They are responsible for ensuring that guidelines relating to medication in school are followed.
- Parents/Carers have the right to be informed of any incident that could result
- in potential harm to their child. This can be a very sensitive issue for parents and therefore will be handled with care and consideration.
- The Headteacher will consider if there are any special circumstances, which may temper this right.

Students

- The Student must understand the Provision's rules and consequences.
- To engage with drug education and support structures.

Drug Education and Prevention

Curriculum and PSHE Education

The main aims of our drug education are:

- To enhance children's decision making skills to enable children to make positive
- healthy choices.
- To raise Student awareness of the world of drugs so they can make informed decisions about their own drug use.
- To enable Student to explore their own and other's feelings, views, attitude and values
- towards drugs and drug issues.
- To help the children distinguish between different drug substances and consider their use, misuse, benefit and harm.
- To recognise medicines are drugs and can help people but that misuse can be harmful to health.
- To correct any misconceptions about the effect of drugs.
- To enable each pupil to develop confidence and self-esteem.

PSHE and Relationship Education

Children will cover the following objectives throughout school:

- That medicines (including vaccinations and immunisations and those that support allergic reactions) can help people to stay healthy.
- How medicines, when used responsibly, contribute to health; that some diseases can be prevented by vaccinations and immunisations; how allergies can be managed.
- About the risks and effects of legal drugs common to everyday life (e.g. cigarettes, e cigarettes/vaping, alcohol and medicines) and their impact on health; recognise that drug use can become a habit which can be difficult to break.
- To recognise that there are laws surrounding the use of legal drugs and that some drugs are illegal to own, use and give to others.
- About why people choose to use or not use drugs (including nicotine, alcohol and medicines)
- About the mixed messages in the media about drugs, including alcohol and smoking/vaping.
- About the organisations that can support people concerning alcohol, tobacco and nicotine or other drug use; people they can talk to if they have concerns.

Teaching Strategies

Drug education is delivered by tutors in group situations using a variety of teaching and learning strategies to encompass the broad aims of the curriculum. We aim to create a classroom atmosphere in which the students feel comfortable, trusted and are able to contribute; where they can feel supported and support each other as they express their feelings. Discussion time is also used to support drug education, especially in the developing of self-esteem and equipping students with skills for life.

What to do if Drugs or Substances are discovered

Take possession of the drug/substance (ensuring personal safety) and inform the Headteacher, or, if not available, a member of the Senior Leadership Team. Inform Parents/Carers and other agencies (if this is appropriate).

The drug/substance should then be packaged should and signed by the person who discovered it and stored in a secure place in the school office.

Arrangements should be made to hand the package over to police. Staff should not attempt to analyse or taste any found substance.

In the event of discovering a hypodermic needle the incident should be recorded and the following procedure should be followed in order to protect all persons:

- Do NOT attempt to pick up the needle.
- Cover the needle with a bucket or another container.
- If possible, cordon off the area to make it safe.
- Inform the Headteacher or a member of the Senior Leadership team. • Contact Environmental Health

Students suspected to be under the influence

The following procedure must be followed:

- Always seek medical advice.

- Refer to first aid protocol.
- Stay calm, place child in a quiet area.
- Do not leave the child unsupervised whilst seeking medical advice from a First Aider.
- If the child is drowsy or unconscious place them in the recovery position, loosen tight clothing and attempt to establish what the child had taken.
- Any suspected substances should travel with the child if removed for treatment. Vomit should be safely collected where possible and also taken with the child (for analysis).

Parents/Carers have the right to be informed of any drug-related incident that affects their child. An exception to this is when the child is deemed 'at risk' and City MASH (Nottingham City) or respective social care for the area the child resides in have been contacted. In this case, it is up to social care to decide the course of action. Staff should be aware that if they fail to take action in a drug-related incident or allow drug use to continue on school premises, they could contravene the Misuse of Drugs Act 1971.

It should be noted that if the preservation of a confidence enables criminal offences to be committed, or results in serious harm to the pupil's health and welfare, criminal proceedings could ensue. No substances are to be brought onto school premises unless authorised by the Headteacher or through the agreed protocol for the use of medicines on the school premises.

Dealing with Parent/Carers under the influence on Provision Premises

Staff should attempt to maintain a calm atmosphere. If any staff have concerns regarding discharging a student into the care of a Parent/Carer, attempts should be made to discuss alternative arrangements with the Parent/Carer, for example requesting another family member to escort the child home. The focus of the staff must be the maintenance of the student's welfare, as opposed to the moderation of the parent's behaviour. Where the behaviour of the Parent/Carer immediately places the child at risk of significant harm or repeated behaviour places the child at risk or the Parent/Carer becomes abusive or violent, staff should consider whether to invoke child protection procedures and/or the relevant involvement of the police.

Safeguarding Concerns

If a child discloses information relating to misuse of drugs then absolute confidentiality cannot be guaranteed. Disclosure by Student of information relating to misuse of drugs will be reported to the Headteacher, or in his absence, a member of the Senior Leadership Team or Safeguarding Team.

Student should be reminded of this with the establishment of clear ground rules that cover issues such as the teachers' and Student' right to privacy and respect. Similarly, teachers should be aware that they are unable to offer confidentiality in discussions.

All staff must fulfil their professional responsibilities in relation to:

- Child protection
- Co-operating with police investigation
- Referral to external services
- However, health care professionals are able, under certain circumstances, to maintain confidentiality except in circumstances where they have Child Protection concerns. If rumours of a drug misuse are disclosed, the Headteacher should be informed-the Headteacher should assess the information and decide whether further action is to be taken.

Discipline and Consequences

Student found in breaching this section of the school policy, on school premises, will be dealt with in the following way:

- The incident will be recorded on CPOMs
- Parents will be contacted by the Headteacher. Parental support will be sought in stressing to the student how the use of unauthorised substances in school is a serious breach of the school rules
- Referrers will be contacted
- A suitable sanction will be considered. The severity of the sanction will depend upon various factors such as the age of the pupil, the circumstances of the incident, whether it is a pupil's first offence and whether it affected other students
- The substance and associated paraphernalia, such as matches or lighters found in a student's possession at the provision, will be confiscated. They will be placed in a labelled envelope and kept securely until parents are able to collect them or they will be destroyed

Support for Student Affected by Substance Use

Crisp Vocational Provision utilises early Intervention, identification of vulnerable students, Internal and external pastoral support. Facilitating access to external support services, and referral to organisations such as:

- Change Grow Live (CGL)
- FRANK (Drugs Helpline)
- Local drug and alcohol advisory services
- Family Help teams in local authorities

Staff Training and Development

Staff will receive Professional development as part of the yearly improvement cycle. This includes regular safeguarding training and training on managing sensitive conversations with students.

Community Engagement

Crisp Vocational Provision works in partnerships with local authorities, police, and health professionals to ensure the safety of our students.

References

- Department for Education (DfE) and ACPO (2012) Drug Advice for Schools
- DfE (2024) Keeping Children Safe in Education
- Misuse of Drugs Act 1971
- Health and Safety at Work Act 1974
- Ofsted (2019, 2025) Education Inspection Framework (EIF)