

## St. James' Catholic High School

### The Schools Policy on Substance Abuse A Summary

This summary must be read in conjunction with the "St. James' Catholic High School Policy on Substance Abuse" this can be found at:

[www.stjamescatholichighschool.org.uk](http://www.stjamescatholichighschool.org.uk)

#### General Provisions

- Persons who are impaired by substance abuse endanger themselves and fellow members of the school community.
- The school is committed to the health and safety of all its members.
- The school does not condone the misuse of drugs, alcohol or other inappropriate substances by members of the school, nor the supply of these substances.
- Cases involving substance misuse or supply on the premises are considered to be very serious infringements of school regulations.
- In all such cases the Head will discuss the matter with the Chair of Governors. Permanent exclusion may be considered as an appropriate response if any pupil, distributed, shared or sold inappropriate substances in a school context (e.g. school trips, journeys to and from school and during the school day).
- The use of inappropriate substances on the premises will lead to an immediate suspension and could lead to permanent exclusion.
- Unless there are exceptional circumstances parents will be informed in any case where their child is involved in an incident of substance misuse.
- Smoking is not allowed on the premises by law and never allowed when students are in a school context. The Headteacher reserves the right to search on an ad hoc basis any known or suspected smoker for any smoking equipment.

#### Response to Specific Incidents

- Alcohol, cigarettes or drugs found on school premises will be confiscated. The parents will be informed and given the opportunity to redeem such items.
- If any pupil is found intoxicated through substance abuse, urgent medical attention should be sought (via the hospital), the substance will be confiscated and parents informed.
- Controlled drugs found illegally on school premises will be confiscated and immediately handed over to the police. (Phone 0161 856 9770 Community Liaison).
- If a member of staff has a good reason for believing that a student may be in possession of an inappropriate substance, then that student can expect to be searched as per page 3 the provisions of the substance abuse policy and the police may be involved.
- If any student or any other person is found supplying or offering to supply a controlled drug illegally, the Headteacher must be informed immediately. He/she will inform the police, the LA, the Chair of Governors and the parents.
- Any equipment involved in drug misuse found on school premises will be disposed of with due regard to Health & Safety regulations.

## Sanctions

- Distribution, sharing or selling of inappropriate substances in a school context will lead to an immediate fixed term exclusion and could lead to **permanent exclusion**.
- Use of inappropriate substances in a school context could lead to a fixed term exclusion and could lead to **permanent exclusion**.
- Students given a fixed term exclusion for incidents described by this policy are re-admitted to the school on the following conditions:
  - they agree to meet with an appropriate person from a specialist agency (e.g. Mosaic) to discuss the support available to persons involved with drug misuse.
- Students found in possession of tobacco or other items related to smoking will have these items confiscated to ONLY be returned to a parent or carer.
- Students caught smoking or are in an associated group of obvious suspects will be subject to the following disciplinary procedures:
  - On the first occasion a letter will be sent to parents (generated by the Attendance Officer), and the duty team leader will organise a detention. There will also be a referral to a specialist agency e.g. Mosaic/School Nurse; this will be done by the Pastoral Support Manager.
  - On a second occasion there will be an immediate fixed term exclusion of one day and a referral to a specialist agency e.g. Mosaic/School Nurse if previous referral programme has been completed.
  - On subsequent occasions a fixed term exclusion of two days and a referral to a specialist agency will again be provided. Students and their parent/carers are to be informed that continued breach of the school's no smoking policy could lead to permanent exclusion.

A smoker is defined as someone who is proven to be using tobacco or is in company of someone who is smoking.

## School Protocol

Smoking will be logged on Sims by the duty team leader who has been informed of the incident and information will be passed to the Pastoral Support Manager for referral; the Attendance Officer who will contact parents by a phone call. The Attendance Officer will follow this up with a written statement of the event to parents which will be linked to Sims.

Reviewed by Guidance Team and CMT: November 2010

Date for review: January 2012