

WLP Substance Misuse

This policy is applicable to the Wonder Learning Partnership (WLP)

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Introduction

The Wonder Learning Partnership (the Trust) is committed to providing a safe and healthy working environment for its colleagues and the pupils in its care.

This framework applies to all of the following people when they are on the school premises:

- Pupils
- Colleagues
- Parents/carers
- Visitors

Breaches of this framework by any of those mentioned will be dealt with by the Headteacher/Governing body. This framework also applies to pupils and colleagues when off-site when colleagues act in loco parentis. This includes all educational visits.

All Trust schools are drug-, alcohol- and illegal substance-free zones.

Each school is responsible for pupils during break and lunchtimes and this framework applies during these times. During these times, no pupil may at any time be in possession of a classified drug, alcohol, tobacco or other substance or paraphernalia which may be similarly abused.

It also affects the use of school premises after normal school hours. Organisers of any after school events should be made aware of the framework and their responsibility to implement it.

Although the school is not responsible for pupils travelling to and from school we will work with parents and / or other agencies should any problems be identified.

This framework has been created to:

- To provide a framework for effective drug education
- To provide systems for dealing with drug related incidents within the school environment
- To ensure that the school's drug education programme reflects the aims and values of the school and its Governing Body

Equality and diversity

The Wonder Learning Partnership is committed to:

- Promoting equality and diversity in its policies, procedures and guidelines
- Ensuring colleagues are protected from unlawful direct or indirect discrimination resulting from a protected characteristic (e.g. age, disability, gender

reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation)

- Delivering high quality teaching and services that meet the diverse needs of its pupil population and its workforce, ensuring that no individual or group is disadvantaged
- To ensure equality for everyone, there are no designated smoking breaks and colleagues who smoke must do so in their own time, away from the school site.

Definitions

For the purpose of this framework, the following definition of a drug will apply: **“a substance people take to change the way they feel, think or behave.”** This broad definition allows for the inclusion of all medication, legal and illegal drugs (including alcohol and tobacco), volatile substances (see also the Trust Health and Safety Policy and COSHH Policy) and all over the counter and prescription medicines.

Other definitions include:

Controlled drugs – these are drugs covered by the Misuse of Drugs Act 1971. They include both drugs with no current medical uses as well as medicinal drugs that are prone to misuse. All are considered likely to result in substantial harm to individuals and society. Drug and substance misuse: Drug and substance misuse refers to the use of a drug or substance for purposes other than that for which it was intended or using a drug in excessive quantities. Drug misuse can include drug addiction and drug misuse can severely affect an individual’s physical and mental health, social situation, decisions, and behaviours.

Misuse can include:

- The use of any controlled drug as defined by the Misuse of Drugs Act 1971 or any statutory re-enactment.
- The accidental or intentional misuse of prescribed or ‘over the counter’ medication.
- The misuse of substances, e.g. solvents which can impair behaviour, judgement or job performance of the individual.
- The use of psychoactive substances ‘legal highs’ or New Psychoactive Substances (NPS), not controlled under the Misuse of Drugs Act 1971 with the exception of those in everyday use such as medicines, alcohol, cigarettes and caffeine.

Under the Misuse of Drugs Act 1971, drugs are classified according to their perceived danger and the different drug classifications are detailed in Appendix A.

Roles and responsibilities

Governors: as part of their general responsibilities for the management of the school, the governors have agreed this framework. They will continue their involvement through regular evaluation of it.

Headteacher: the Headteacher takes overall responsibility for providing a safe place of work for all colleagues and pupils and as such takes responsibility for this framework, its implementation, and for liaison with the Governing Body, parents/carers and appropriate outside agencies in the event of a drug-related incident. Pupils who are suspected of being at risk from drugs will be supported and monitored with assistance from relevant agencies such as ESWs, Child Protection Officers, and police.

PSHE Coordinator: the co-ordinator, together with the Headteacher, has a responsibility for supporting other members of colleagues in the implementation of this framework. The PSHE coordinator will provide a lead in the dissemination of information relating to drug education. They are responsible for identifying and providing good quality resources and in service training.

Parents and carers: parents and carers are asked to support the school's drug education programme. They are responsible for ensuring that guidelines relating to medication in school are followed.

All Colleagues: drug prevention is a whole school issue. All colleagues, both teaching and non-teaching, should be aware of the framework and how it relates to them should they be called upon to deal with a drug-related incident.

Drug education

The Trust recognises that schools can have a key role in identifying pupils at risk of drug misuse. All pupils receive Drug Education through the PSHE curriculum.

Pupils who may require targeted prevention are identified through each school's safeguarding and child protection procedures. Colleagues also receive training to identify the earliest signs of drug or alcohol misuse in others.

Teaching programme, strategies and resources

Drug Education is delivered through the PSHE programme by class teachers in whole class or group situations using a broad variety of teaching and learning strategies.

The PSHE coordinator will review the drug education provision on an annual basis through discussion with the teachers involved with the delivery of the programme and the school council.

Where the teaching and learning includes issues which may be sensitive, colleagues and pupils will work within clearly understood and applied ground-rules in line with QCA Guidance.

Drug Education will be assessed in a number of ways including:

- Pupil self-assessment and the opportunity for reflection;
- Discussion and peer group reflection;
- Teacher assessment of pupil attainment by observation and review of written work
- Monitoring and evaluation of the drug education programme.

The PSHE Coordinator is responsible for the overall monitoring of drug education. This will include:

- Reviewing samples of pupils' work;
- Teachers making comments on the scheme of work and lesson plans;
- Feedback from teachers involved in the delivery of the programme;
- Feedback from pupils.

Special Educational Needs

Pupils registered as having Special Educational Needs have the same right to good drug education as any other pupil and will be taught alongside all other pupils. However, teachers must be aware of, and respond to, their needs in drug education lessons just as in any others.

Use of visitors and outside agencies

Visiting facilitators can enhance the delivery of drugs education. However, visitors will only be used in the programme if they can offer an expertise, approach or pupil response which cannot be achieved by the teachers. Where visitors and outside agencies are involved, their contribution must have been planned as part of an overall programme of Drug Education. Their contribution should complement the teaching already taking place in the school.

Dealing with drug-related incidents

This section provides a framework for dealing with incidents surrounding the use, suspicion of use and finding of drugs and substances.

Designated teachers from each school have the right to search pupils if they suspect that they may be in possession of controlled drugs, alcohol or substances. This is set out in the Trust's framework on searches.

Schools' general power to discipline, as set out in Section 91 of the Education and Inspections Act 2006, enables a member of colleagues to confiscate, retain or dispose of a pupil's property as a disciplinary penalty, where reasonable to do so.

All drug-related incidents will be considered from both a disciplinary and safeguarding perspective.

Where there are concerns regarding exploitation, criminal exploitation, county lines activity, coercion, mental health concerns or wider safeguarding risks, referrals will be made in accordance with the Trust Safeguarding and Child Protection Policy.

The Trust recognises that drug involvement may be linked to child criminal exploitation, county lines activity, gang affiliation or coercion. Staff will follow safeguarding procedures where any such indicators are identified.

Where the person searching finds other substances which are not believed to be controlled drugs these can be confiscated where a teacher believes them to be harmful or detrimental to good order and discipline. This includes new psychoactive substances or 'legal highs'. If school colleagues are unable to identify the legal status of a drug, it should be treated as a controlled drug.

Involving parents and dealing with complaints

Schools are not required to inform parents before a search takes place or to seek their consent to search their child. There is no legal requirement to make or keep a record of a search.

Trust schools will inform the individual pupil's parents or guardians where alcohol, controlled drugs or potentially harmful substances are found, although there is no legal requirement to do so. An exception to this is when the pupil is deemed 'at risk' and the Child Protection Service (CPS) has been contacted. In this case, it is up to the CPS to decide the course of action.

Colleagues should be aware that if they a) fail to take action in a drug-related incident or b) 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 a) enables criminal offences to be committed, or b) results in serious harm to the pupil's health and welfare, criminal proceedings could ensue.

Complaints about searching should be dealt with through the normal school complaints procedure.

Legal drugs, including smoking and vaping

The Trust will not normally contact the police about incidents involving legal drugs but may inform trading standards or police about the inappropriate sale or supply of tobacco, alcohol or volatile substances to pupils in the local area.

Teachers should be aware that legal drugs could be used to exploit the most vulnerable children, as is the case with other age restricted products such as tobacco and alcohol. If there is any uncertainty about what the substance is, it should be treated as a controlled drug.

What to do in the event of finding a suspected illegal substance

- Request that the pupil hand over the article(s)
- Take possession of the drug/substance and inform the Headteacher, or if not available a senior member of colleagues.
- In the presence of a witness the article should be packed securely and labelled with the date, time and place of discovery.
- The package should be signed by the person who discovered it and stored in a secure place.
- Police should be contacted immediately and arrangements should be made to hand the package over to them. Colleagues 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:

- Extreme care should be taken
- Do **not** attempt to pick up the needle.
- Cover the needle with a bucket or other container.
- If possible, cordon off the area to make it safe.
- Inform the Headteacher or senior member of colleagues or PSHE Coordinator.
- Contact Environmental Health.

What to do in the event of finding or suspecting a pupil is in possession of a drug

- Having taken possession of the substance / paraphernalia, pupils should be placed in isolation until the matter has been investigated.
- Parents should be contacted as quickly as possible, unless the exception stipulated in **Involving parents and dealing with complaints** applies.
- If a pupil refuses to hand over articles a search may be required – it should be noted that:
- Teachers can search school property, i.e. cupboards and trays without permission;
- Authorised members of staff may search pupils and their possessions where they have reasonable grounds for suspecting prohibited items are present, in accordance with the Trust's Searching, Screening and Confiscation Policy and current DfE guidance.

Procedures for dealing with a pupil suspected to be under the influence of a drug or substance

Stay calm and place the pupil in a quiet area. Do not leave them unsupervised; seek medical advice from a First Aider. If the pupil is drowsy or unconscious place them in the recovery position, loosen tight clothing and attempt to establish what the pupil has taken. Any

suspected substances should travel with child if removed for treatment. Vomit should be safely collected, where possible, and also taken with the child for analysis.

Procedures for dealing with parents or carers under the influence of drugs on the school premises

Colleagues should attempt to maintain a calm atmosphere. If colleagues have a concern regarding discharging a pupil in to 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 colleagues must be the maintenance of the pupil'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, colleagues should consider whether to invoke child protection procedures and/or the involvement of the police.

Concerns regarding substance misuse by colleagues will be managed under the Trust's disciplinary, capability, health and wellbeing procedures, with appropriate support provided where necessary. The Trust operates a smoke-free and vape-free environment across all school premises and grounds.

Sanctions

The Trust does not condone drug misuse. However, in deciding an appropriate sanction must consider the interests of the pupils balanced against the best interests of the Trust community. Whilst exclusion is a possible sanction (fixed or permanent), it would only be considered as a last resort. A range of responses may also be considered that may include:

- a pastoral support programme
- referral to an appropriate agency
- home-school contract
- behaviour support plans
- a managed move
- fixed-term exclusion
- permanent exclusion

Consideration will be given to:

- the age of the pupil
- whether one pupil or a group of pupils is involved
- whether there is evidence of particular peer pressure
- whether it is the pupil's first offence

Drug classification

Drug classifications are defined by the Misuse of Drugs Act 1971 and subsequent regulations. Staff should refer to current Home Office and GOV.UK guidance for up-to-date classifications.