



Drugs Policy Wings South West

1. Introduction

The aim of this policy is to acknowledge and clarify Wings' role in drug prevention and education and ensure it is appropriate to pupils' needs. The policy provides information and guidance about drugs education, as well as procedures for pupils, teachers, support-staff and outside agencies or individuals to respond to any drug-related incident. The policy forms part of Wings' commitment to the health and well-being of all our students and service users.

Designated staff will need to be confident and skilled to teach drug education, and students and service users need to receive up to date, relevant and accurate information and support. This policy aims to make clear procedures for responding to and managing drug-related incidents. Sanctions for incidents will be consistent with Wings' Behaviour Support Policy. This policy applies at all times to Wings premises, as well as educational visits/trips/residential etc.

2 Definitions

- **Drugs:** This term refers to any psychotropic substance, all legal drugs, including alcohol and tobacco, all illegal drugs, volatile substances, and over-the-counter and prescription medication. The term 'drugs' will be used to describe substances which interfere with a pupil's ability to learn, are potentially harmful, or are capable of misuse, including those whose possession and use are illegal.
- **Drug Taking:** The consumption of any drug. All drug taking, including for medicinal use, carries the potential for harm, but different interventions are appropriate to address drug taking by young people.
- **Drug Use or Misuse:** Drug taking which harms health or functioning is Drug Misuse. It may take the form of physical or psychological dependence or be part of a wider spectrum of problematic or harmful behaviour. Drug Misuse will require a range of interventions, which may include treatment.
- **Drug Incident:** Evidence or suspicion of specific event at Wings Activities involving one or more unauthorised drugs, and requiring immediate action by Wings staff

3 Responsibilities

- Trustees have a responsibility to prevent illegal drug misuse and could be liable under Section 8 of the Misuse of Drugs Act 1971 if they do not take action where illegal drug taking is knowingly permitted on the premises.
- The Education Manager ensures that the 'Drug Use and Misuse' policy as well as the 'Relationship and Sex Education' policy is provided to all staff and ensures the aims of the policies are achieved. The Education Manager along with the College Lead makes disciplinary decisions regarding drug related incidents in the Wings College and Academy. The Unity Lead along with the Designated Safeguarding Lead (DSL) or Deputy (DDSL) makes disciplinary decisions regarding drug related incidents at Unity. Leaders of other activities such as TRAX and Media similarly liaise with the DSL and/or DDSL. It is the responsibility of the Education Manager to inform the CEO of illegal drug incidents occurring within Wings Activities and exclusions sanctioned. The Education Manager, College Lead and Leaders of other activities are responsible for monitoring drugs related trends and reporting them to the CEO who informs the Trustees.
- Parents/carers should inform College or Academy staff if students are bringing prescription drugs into Wings' sessions, using the attached form.

4. Drug Education

The Education Manager is the subject leader for Drug Education, responsible for planning, resourcing, monitoring and evaluating the quality of programme delivery. This responsibility includes maintaining a current knowledge of locally relevant drug-related issues through liaison with the police and health professionals and advising the Designated Safeguarding Lead. Drug education at the Wings College and Academy is delivered as an aspect of the PSHE (National Curriculum Guidance) programme of study usually during tutor time by teachers who have relevant training and expertise, and in association with partner agencies where appropriate. It is planned to provide continuity and progression across all year groups.

5. Range of Responses to Incidents.

At all times a pastoral approach is taken to drugs incidents. The Education Manager will judge each incident on the facts in line with the Behaviour Support Policy. Where appropriate they will apply a fixed period exclusion for any service user involved in a drug related incident. Where a pupil or other service user is found to be in possession of an unauthorised drug a fixed period exclusion will be enforced following an investigation. Any

pupil or service user found to be in possession of a controlled substance is supported to seek professional help and advice about drug use and misuse in collaboration with parents/carers as part of their individual pastoral support programme to address underlying factors. Where a service user is involved in supplying an unauthorised drug, the Education Manager along with the DSL and DDSL carefully consider the necessity for varying the education package available and may consider permanent exclusion.

6. Handling Incidents

Where a suspect substance is found on Wings' premises and no one can be associated with that substance, a member of the academy leadership team must be contacted and take responsibility for the disposal of the substance in the appropriate way. Staff should be aware of the possible contravention of the Environmental Protection Act 1990 and local Environmental Health guidelines if considering the disposal of suspected substances.

- Non prescription drug disposals are undertaken by the police who have clear policies for doing so. Suspected illegal drugs must be stored in a suitably secure place for collection by the police as soon as reasonably practicable. All seizures should be witnessed and corroborated by two members of staff, thereby protecting the integrity of staff against any possible allegations.

Any drug paraphernalia which is found on Wings premises should be placed in a sturdy, secure container (e.g. the purpose made sharps container, or tin with a lid), using gloves and grabber provided at both centres, and disposal arranged via appropriate means. No one member of staff should keep information regarding drug use to themselves: it should be shared with the management team (Education Manager, College Lead, DSL and DDSL).

Full details of the incident, including the police incident reference number should be recorded. Parents/carers should be informed unless this would jeopardise the safety of the service user.

A referral to MASH should be considered in liaison with the Police.

- Prescription drugs can be returned to pharmacists.

Where a member of staff suspects a pupil of being under the influence of drugs/ alcohol/ solvents, the following procedures should be followed:

- In a medical emergency, administer First Aid or request a First Aider to attend. Call for medical help/ambulance if judged necessary, and do not leave the casualty

unattended. Place in the recovery position if unconscious and assist breathing by loosening clothing. Telephone parent/carer.

If conscious, do not induce vomiting, do not give chase or over-excite the person if intoxicated from inhaling volatile substance, and do not give the casualty anything to drink. Sit the casualty down in a quiet, well-ventilated space. Do not shout at, threaten or cross-examine the casualty. Talk quietly and be as reassuring as you can. Be prepared for a range of behaviour from depressed and very quiet to excitable, and incoherent or volatile.

Any evidence should be kept, including vomit. Ask what has happened, to identify the drug. When medical help arrives pass on the information and anything collected.

In any case of needle stick injury the person must be taken to Accident & Emergency (A&E) for immediate medical attention; time delay can be the significant factor in long-term damage from blood borne infection. Care should be taken to bag the article and this should be taken with the patient and given to the medic.

- In the case of a non-medical emergency, keep the person calm and under observation. If intoxicated, consider asking parent/carer to collect them. Check if the person is legally entitled to be in possession of the drug/substance and whether the drug/substance is suspected to be illegal and/or in breach of Wings' behaviour policy – seek police advice if needed. Take possession and store securely.

7. Personal searches

A list of banned items is found in the Behaviour Support Policy. Senior staff are duty-bound to confiscate any prohibited items which are found in the possession of any service user. Any such items will not be returned. Any items found which are potentially harmful or detrimental to the safe running of Wings activities may be confiscated until a parent/carer can collect them. Searching and screening service users is conducted by senior staff in line with DFE's latest published guidance.

<https://www.gov.uk/government/publications/searching-screening-and-confiscation>

8. Confiscation

Wings staff can seize any prohibited item found as a result of a search. They can also seize any item, they consider harmful or detrimental to the safe conduct of Wings' activities.

9. Guidance

Warning Signs of possible misuse: Some signs of drug abuse can be confused with signs of other problems of quite innocent behaviour. Therefore, it is important that all staff (teaching and non-teaching) should take extreme care about not jumping to a conclusion, which might be inappropriate.

Equipment that may be used for drug use:

Containers made from silver foil perhaps discoloured by heat

- Small bottles or pillboxes
- Stash cans – disguised as everyday objects e.g. deodorants or coke cans
- Twists of paper
- Straws
- Syringes or needles
- Empty solvent containers
- Cigarette lighters
- Drinks cans with extra holes and signs of scorching
- Spoons discoloured by heat
- Sugar lumps
- Spent matches
- Plastic bags or butane gas containers
- Stamps, stickers, transfers
- Grinders

Physical symptoms/signs of drug use:

- Sudden changes in mood/behaviour, unusual outbreaks of temper
- Disregard for physical appearance
- Loss of appetite or increase in consumption of set foods
- Use of deodorant to cover smell of drugs or solvents
- Drowsiness, sleepiness or slurred speech

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Wings South West
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- Unusual small, stained or marks on clothing or body or around the mouth and nose
- Marked interest in glue or solvent based products
- Soreness or redness around the eyes or mouth
- Flushed face or neck
- Dilated pupils
- Small groups meeting in secretive places
- Unsteady on feet • Staining on hands Social Presentation:
- Keeping away from other pupils
- Being the subject of rumour about drugs
- Use of drug slang
- Excessive spending or borrowing of money
- Unexplained loss of money or belongings from home
- Perpetual stealing of money or goods that are then sold
- Changes in attendance patterns
- Reluctance to participate in academy activities
- Loss of interest in a sport or a hobby
- Sudden changes in friendship group
- Performance at academy shows a marked decline
- Strangers on or around Wings' premises



Consent Form for students bringing prescription drugs to the Wings College or Academy

Wings requires parents/carers to provide the following information where students in the Academy or College are bringing prescription drugs onto Wings sites.

Please fill in the form and sign to give consent.

Name of student		DOB	
Daytime contact number of parent/carer			
Setting please tick	College	Academy	
Name of medicine			
Side effects experienced?			
Time of dose		Dose	
Start date		Finish date	
Any special instructions – eg take with food			

I confirm that the medicine has been prescribed by a GP/appropriate medical practitioner

Name of practitioner	
Contact number	

I confirm that

- It is necessary for the student to take the medication during the school day
- The medication has been taken without adverse effect
- The medication is in the original container with the name of the student, contents, expiry date and dosage clearly labelled.

Signed Parent/carer		Date	
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