

Drug, Alcohol, & Tobacco policy guidance for schools

This document outlines **guidance** to help you develop a Drug, Alcohol, & Tobacco policy for your school.

A policy should be developed using a Whole School Approach and designed with school staff, pupils, parents & carers, and school governors. The policy should demonstrate how the school plans to embed drug, alcohol, & tobacco education across the school and its learning curriculum. Policies are essential for maintaining clear leadership and guidance to support health and wellbeing and should be reviewed every 2 years to remain relevant to the school's needs.

This guidance was developed by the Leicestershire Healthy Schools Team and will be reviewed every 6 months (next review date June 2023).

Your policy should include the following information:

Introduction

- Statement of intent - A statement which clearly outlines the school's stance on drug, alcohol, and tobacco usage, in line with its values and vision statement, including use by school staff, pupils, parents or other staff, external partners/organisations
- Legal Framework - relevant legislation and statutory guidance (i.e., Health Act 2006, Education Act 2011, Children and Families Act 2014, DfE (2021) 'Keeping children safe in education', DfE (2018) 'Mental health and behaviour in schools')
- Roles & Responsibilities – Governors, head of school, DSL, pupils all staff, site manager
- Definitions, abbreviations (if applicable)
- Other linked documents and/or policies

Policy Provisions

- The curriculum – this may include how drug, alcohol, and tobacco education are embedded into the curriculum, as well as any visitors/external support you receive
- Staff training and development – training as part of all staff induction processes, specific/regular training opportunities
- Smoking - links to Health Act 2006 and requirements of a smoke free environment
- Legal drugs and prescribed medications – only allowing prescribed medications on premises in original container. Link to Administering Medication Policy.
- Solvents – are there any permitted solvents on premises? i.e., aerosol deodorants, hairspray

Guidance for the Management of Incidents in the Schools Community

- Pupils found to be under the influence of drugs or alcohol
- Medical emergencies
- Threatening behaviour
- Searching
- Controlled substances
- Safeguarding
- Confidentiality
- Child Criminal exploitation (CCE)
- Managing incidents
- Monitoring & Review

Useful links and organisations

- Turning Point - www.turning-point.co.uk/
- Frank - www.talktofrank.com/
- Drinkaware - www.drinkaware.co.uk/
- Quit Ready Leicestershire – www.quitready.co.uk/

Policy review

- Review process to take place at least every 2 years.
- Review process to include whole school (e.g., school staff, pupils, parents & carers, and school governors)