



**HEATON SCHOOL**

**Drug Guidance Information Policy**

**TO BE REVIEWED SEPTEMBER 2021**

# Heaton School Policy Record

**Drug Policy Agreed at:**

**FGB 14.2.2019**

Signed and Approved by:

Headteacher ----- (Signature)

----- (Name)

----- (Date)

Chair of Committee ----- (Signature)

----- (Name)

----- (Date)

**To Be Reviewed: September 2021**

**Designated person: J Curtis, Headteacher**

## **Adopted from- Stockport School Drug Policy Template**

**Although it is not a statutory requirement for a school to have a drug policy, it is certainly good practice and ensures a calm coordinated response when dealing with drug related incidents/concerns**

### **Policy Framework**

#### **Aims & Objectives of the Policy**

Identify the functions of the policy and show how it reflects the whole school ethos and the whole school approach to health

The purpose of the school drug policy is to:

- clarify the legal requirements and responsibilities of the school
- reinforce and safeguard the health and safety of pupils and others who use the school
- clarify the school's approach to drugs for all staff, pupils, governors, parents / carers, external agencies and the wider community
- give guidance on developing, implementing and monitoring the Drug Education programme
- enable staff to manage drugs on school premises, and any incidents that occur, with confidence and consistency, and in the best interests of those involved
- ensure that the response to incidents involving drugs complements the overall approach to Drug Education and the values and ethos of the school
- provide a basis for evaluating the effectiveness of the school Drug Education programme and the management of incidents involving illegal and other unauthorised drugs
- reinforce the role of the school in contributing to local and national strategies.

### **Key Points**

- Pupils affected by their own or other's drug misuse should have early access to support through the school and other local services;
- Schools are strongly advised to have a written drugs policy to act as a central reference point for all school staff;
- It is helpful for a senior member of staff to have responsibility for this policy and for liaising with the local police and support services.

## Location and Dissemination

This policy can be found on the Schools Website.

## Relationship to Other Policies

Child Protection, Safeguarding and Confidentiality, Medical Conditions in School Policy .

## To Whom the Policy Applies

All staff, pupils, parents / carers, governors and partner agencies working with school..

## Definitions and Terminology

**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:***

Illegal drugs (Misuse of Drugs Act 1971) and Psychoactive Substance Act (2016)

All legal drugs, including alcohol, tobacco and volatile substances.

Prescribed medicines.

Over-the-counter medicines.

## Safeguarding

Stockport Safeguarding Children Board policies and procedures must be followed, these can be found here-

<http://greatermanchesterscb.proceduresonline.com/chapters/contents.html>

Contextual consideration must be given to the risk(s) that may be present if a young person is able to access substances or due to their previous engagement in substance use, they may have put themselves at risk, examples of this may be through;

- Accumulated debt
- Criminal exploitation
- Physical harm
- Self-harm
- Reprisal-cohersion/control

If staff believe that the young person is at risk then child protection processes must be followed.

## **Confidentiality**

Teachers or other members of staff who are delivering a lesson will need to make sure students are aware that teachers cannot guarantee total confidentiality if a student discloses certain information. If at any stage a student does disclose information which gives rise to concern, the schools policies on child protection and safeguarding must be followed at all times.

There are important reasons why personal and sensitive information needs to be shared in relation to Child Protection.

## **Staff with Key Responsibility for Drugs**

The Headteacher, Deputy Headteacher and Assistant Headteacher will co-ordinate drug related issues/concerns and support.

## **Early Intervention**

Schools can have a key role in identifying pupils at risk of drug misuse. The process of identifying needs should aim to distinguish those who require general information and education, those who could benefit from targeted prevention, and those who require a more detailed assessment of their needs

## **Outside Agencies**

Schools should exercise caution with the use of visitors, as there is some evidence that particular messages can have a detrimental impact on young people. Particular caution should be used when visitors have had first-hand experience of problematic drug use.

Schools should ensure that visitors are appropriately qualified and trained to deliver work with children and young people in a school setting. They should also be aware of good practice that recommends the avoidance of shocking images and inappropriate descriptions of drug use and have a clear understanding of the aims and objectives of the session and have seen, and understood the school's drug education policy. Visitors should have been briefed on any particular sensitivities that there may be in the student group. Teachers should negotiate the content of the session, which is linked to the broader drug education and PSHE delivered by the school and relevant to the identified needs of the pupils. Visitors should be made aware by the teacher that they are aware of the school's protocols for dealing with any disclosures or distress shown by pupils during the session.

## **Sniffer dog demonstrations/educational visits**

If sniffer dogs are to be used for demonstration or educational purposes schools will need to have procedures in place and have agreed in advance with the police what will happen should the sniffer dog indicate a trace on a pupil, member of staff or visitor to the school.

The purpose of demonstrations or educational visits should be made clear.

Demonstrations/educational visits should never be used surreptitiously as a detection exercise.

## Information sharing

Partnership working across agencies is vital for effective assessments of risk to ensure children's safety. The key themes to consider are communication, sharing of information and effective coordination of responses.

In assessing the suitability of sharing information, all efforts should be made to encourage the young person to give their informed consent. However, in accordance with information sharing guidance, consent is not needed where there is an overriding public interest or immediate risk to the life of a child. If a decision is taken to share confidential information, a written record of any concerns including the reasons for breaching a pupil's confidentiality should be made.

The general principle is that information will only be shared with the consent of the subject of the information. Sharing confidential information without consent will normally be justified in the public interest in limited circumstances described below.

### The Seven Golden Rules for Information Sharing

- Remember that the Data Protection Act 2018 and human rights laws are not barriers to justified information sharing but provide a framework to ensure that personal information about living individuals is shared appropriately;
- Be open and honest with the child (and/or their family where appropriate) from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so;
- Seek advice from other practitioners if you are in any doubt about sharing the information concerned, without disclosing the identity of the individual where possible;
- Share with informed consent where appropriate and, where possible, respect the wishes of those who do not consent to share confidential information. You may still share information without consent if, in your judgement, there is good reason to do so, such as where safety may be at risk. You will need to base your judgment on the facts of the case. When you are sharing or requesting personal information from someone, be certain of the basis upon which you are doing so. Where you have consent, be mindful that an individual might not expect information to be shared;
- Consider safety and well-being: Base your information sharing decisions on considerations of the safety and wellbeing of the individual and others who may be affected by their actions;
- Necessary, proportionate, relevant, accurate, timely and secure. Ensure that the information you share is:
  - Necessary for the purpose for which you are sharing it;
  - Is shared only with those people who need to have it;
  - Is accurate and up-to-date;
  - Is shared in a timely fashion; and
  - Is shared securely (Practitioners must always follow their organisation's policy on security for handling personal information).
- Keep a record of your decision and the reasons for it - whether it is to share information or not. If you decide to share, then record what you have shared, with whom and for what purpose.
- Each situation should be considered on a case-by-case basis. Professionals should always seek advice from senior colleagues, including those in legal services, where clarity is required; in the first instance, practitioners should contact the data protection lead in their agency.

- If the confidence of a pupil needs to be broken, the school should explain to the young person (and parents/carers as appropriate); why it was appropriate to do so. In this circumstance, please ensure you specify the following;
- The school's approach to ensuring that sensitive information is disclosed internally and/or externally with careful attention.
- Outline local safeguarding to be followed if a pupil's safety is considered under threat, including incidences of parental drug or alcohol misuse (or make links to relevant school policy).

## **Staff Support and Training**

It is good practice that all school staff have a general drug awareness and a good understanding of the school's drug and other related policies. This understanding should include first steps in managing drug incidents and identifying and responding to pupils' needs. Schools will need to consider how best to prepare all staff as part of their induction.

Staff involved in teaching drug education, need opportunities to develop skills, knowledge and confidence in addressing drug issues with pupils through continuing professional development.

Drug education is more effective when taught by teachers who have the necessary subject knowledge and who are able to employ appropriate teaching methods.

Mosaic (Stockport's Young Peoples Drug and Alcohol Service) provide staff support and training as part of the Service Level Agreement with schools when schools buy the service.

## **Management of drugs at school and on school trips**

*Please make sure a risk assessment has been completed before a school trip*

- Describe the policy on dealing with drug paraphernalia and suspected illegal and unauthorised drugs.
- Outline storage, disposal and safety guidance for staff.
- Make explicit the school's policy on searches, including personal searches and searches of school and pupils' property.
- Outline strategies for thorough investigation of events and personal circumstances. Outline strategies for responding to any incidents involving illegal and other unauthorised drugs, including initiating screening, a common assessment framework and the range of options for responding to the identified needs of those involved.
- Outline procedures for managing parents/carers under the influence of drugs on school premises

## **Police Involvement**

Professional judgment must be used when deciding to involve the Police.

## **Inclusive Curriculum**

Schools should plan drug education which has relevance for all pupils and which takes into account the needs of their school community. Heaton School has an appropriate PSHE curriculum for our students – this is adaptable to cover issues regarding Drugs and is flexible to be taught in relation to each individual concerned and in group work.

Teachers need to be sensitive to the fact that pupils may have varying attitudes towards drugs, which are influenced by their cultural and religious backgrounds and their life experiences, values and beliefs.

## **Parental Awareness**

Schools will gain more support from parents around drug education if parents are kept informed of what topics will be covered in drug education, and are provided with appropriate information on drugs and sources of help and support. This also helps to ensure that appropriate discussions take place at home, which reinforce what happens in the classroom.

If parents are concerned or suspect their child is involved in drugs/alcohol use they can contact Mosaic Family Service on 0161 218 1100 for advice and support.

Further information and support for parents can be found at:

<http://www.adfam.org.uk/>

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

## **Parents / Carers under the Influence of Drugs/ Alcohol on School Premises**

When dealing with parents/carers under the influence of drugs on school premises, staff should attempt to maintain a calm atmosphere. On occasions, a member of staff may have concerns about discharging a pupil into the care of a parent/carer. In such instances, no child should be discharged to a parent/carer and the schools safeguarding policies and procedures must be followed.

The focus for staff will always be the maintenance of the child's welfare, as opposed to the moderation of the parent / carer's behaviour.

*Where the behaviour of a parent / carer under the influence of drugs repeatedly places a child at risk or the parent / carer becomes abusive or violent, staff should consider whether safeguarding procedures must be followed and/or the involvement of the police.*

## **Children of substance misusing parents/carers**

Schools should be alert to behaviour, which might indicate that a child is experiencing difficult home circumstances.

Because of the stigma surrounding drug misuse, many children will go to great lengths to hide their problems at home. Social and emotional effects can include feelings of hurt and rejection, shame, sadness and anger.



If you are concerned about a young person whose parents/carers are misusing substances please contact Mosaic Family Team on 0161 218 1100 for advice and information or to make a referral.

Additional information can be found on the websites below.

[http://www.adfam.org.uk/cms/docs/adepis\\_psu\\_schools.pdf](http://www.adfam.org.uk/cms/docs/adepis_psu_schools.pdf)

<http://www.adfam.org.uk/families>

## Controlled Drugs

In the event of finding a drug or suspected illegal substance in school it is vital that each incident is carefully managed, investigated and assessed, giving due consideration to the long term welfare of the pupil involved and the welfare of the wider school community. In light of this the suggested response may not always be the most appropriate response.

Schools should designate responsibility for the management of drug incidents to a senior member of staff. All staff should be made fully aware of the procedures for managing incidents, including who they should inform and who has authority regarding issues such as searching school property and involving the police. Outline the agreed criteria for if and when police should be informed, consulted or actively involved in an incident, and what action is expected if police involvement is requested

The law permits school staff to take temporary possession of a substance that they suspect is an illegal drug (including New Psychoactive Substances). This would be to prevent an offence from being committed or continued, relating to that drug, providing that all reasonable steps are taken to destroy the drug(s) or deliver it to a person lawfully entitled to take custody of it. This includes any new psychoactive substance, in light of the New Psychoactive Substance Act 2016.

## Responding to Drug Related Incidents

***Drug-related incidents could fit into the following categories:***

- drugs or drugs paraphernalia found on school premises;
- students in possession of unauthorised drugs;
- students supplying unauthorised drugs;
- students under the influence of drugs, or exhibiting signs of intoxication or illness;
- disclosure of drug use;
- information suggesting student(s) involved in substance misuse
- Illegal sale/supply of drugs in the school vicinity.

Schools should designate responsibility for the management of drug incidents to a senior member of staff. All staff should be made fully aware of the procedures for managing incidents, including who they should inform and who has authority regarding issues such as searching school property and involving the police.

Schools may already have agreed protocols for good practice with the local police and disposal of suspected illegal drugs, and schools should follow these.

- It is important that there is a co-ordinated whole school approach to any drug related incidents in school.
- Schools should ensure that pupils have access to and knowledge of up-to-date information on sources of help and support.
- If the pupil is under the influence of drugs and alcohol on school premises the school must prioritise the safety of the young person and those around them. (see guidance sheet 3).
- Pupils should be referred via the appropriate form ( see guidance sheet 8) and sent via email to [Msbr.team@stockport.gov.uk](mailto:Msbr.team@stockport.gov.uk)

**If your school does not have an SLA agreement, or you believe that, a young person's needs are of a serious or significant nature please contact**

**Mosaic on 0161 218 1100.**

## **Smoking and the use of electronic cigarettes**

Additional guidance regarding the use of electronic cigarettes is covered in Stockport's Smoke Free Policy.

This guidance relates to the use of smoking materials/e-cigarettes in Local Authority maintained school property and grounds.

- Neither smoking nor the use of e-cigarettes by school employees, pupils, contractors or visitors is allowed on council maintained school property inclusive of both indoor and outdoor areas at any time.
- Neither smoking nor the use of e-cigarettes by school employees, pupils, contractors or visitors is allowed whilst such people are on formal school trips /events etc. and whilst they are representing the school inclusive of both indoor and outdoor areas at any time.
- The aim of the Stockport's Smoke Free Policy is to provide some practical guidelines, which will enable head teachers, managers and employees to manage this smoke free situation and reduce the risk to health noting that Council employees who smoke/use e-cigarettes must be treated in the same way as non-smokers

## **Sanctions**

Schools should set out sanctions that may be issued in response to a breach of the school's behaviour policy, which involves a drug related incident.

- Where a student is found to be in possession of drugs, the head teacher may issue a fixed period exclusion and a warning that any further drug-related incidents could result in permanent exclusion from school.
- A second/further drug-related incident, or any incident involving supply or intent to supply drugs, may result in a permanent exclusion.
- The school must make a referral to the Mosaic Drug and Alcohol Service following any decision to exclude a young person for a drug-related incident.
- The head teacher reserves the right to exercise discretion when making exclusion decisions, in line with the DfE statutory exclusion guidance.
- Schools should be careful to avoid stating that drug-related incidents will always result in a particular sanction, as the statutory guidance requires head teachers to take account of the individual circumstances of each case before making a decision to exclude.

## Referral and Support

Ensuring that vulnerable young people are identified and receive appropriate support through the curriculum, the pastoral system, or referral to other services, should be a priority for all schools. All members of staff need to feel confident in identifying pupils who may be

- Involved in drug and alcohol use
- Suspected of drug or alcohol use
- Following any exclusion issued for a drug related incident

Pupils should be referred via the appropriate form (at the back of the policy) and sent via email to

[Msbr.team@stockport.gov.uk](mailto:Msbr.team@stockport.gov.uk)

**If your school does not have an SLA agreement, or you believe that a young person's needs are of a serious or significant nature please contact**

**Mosaic on 0161 218 1100.**

### **Before Mosaic can accept a referral from school**

- The young person must be made aware of the referral and the reasons why it is being made
- The Parent/ Carer must be made aware of the referral to Mosaic but it's at the discretion of the school to state reasons why.

**It is compulsory for the school referring any young person under the age of 13 to inform the parents/carers of the referral and the reason/s why.**

## Involvement & of Parents / Carers

- Include the policy for informing and involving parents/carers of incidents involving illegal and other unauthorised drugs.
- Outline the school's approach to encouraging parental involvement in developing and reviewing the policy and in their child's Drug Education.

**For further guidance, please use the link:**

<https://www.gov.uk/government/publications/drugs-advice-for-schools>

## Searching, Screening and Confiscations

The procedures for and circumstances where searches may be considered appropriate should be made explicit in the school drug policy. Advice on searching and confiscations can be found in the Department for Education document '*Screening, searching and confiscation: advice for head teachers, staff and governing bodies*'.

This document gives clear guidance and in particular it explains the use of the power to search pupils without consent. It also explains the powers schools have to seize and then confiscate items found during a search.

Head teachers and staff authorised by them have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item. Prohibited items include alcohol and illegal drugs. The law says that the person conducting the search may not require the pupil to remove any clothing other than outer clothing. The Association of Chief Police Officers (ACPO) recommends that drug dogs and drug testing should not be used for searches where there is no evidence for the presence of drugs on school premises.

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

## Managing prescribed medicines

- Some pupils may require medication that has been prescribed for their medical condition during the school day. ***For more detailed information please refer to your schools Managing Medical Needs Policy***

## Monitoring and Reviewing

The policy is reviewed every 12 months, in consultation with the whole school community

Date of last review:

Head teacher's signature:

Chair of Governors' signature:

November 2018

## Guidance sheets for Schools

### Guidance Sheet 1

#### External Agencies – Planned Input

<b>Agency contact details:</b>  Name:  Address:   Contact person:  Tel:  Fax:	<b>School contact details:</b>  Name:  Address:   Contact person:  Tel:  Fax:
----------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------

**On arrival all visitors should report to Reception**

<b>Session to be delivered</b>	
on: (date)	
an: (time)	
to: Pupils	<input type="checkbox"/>
Age range	<input type="checkbox"/>
Teaching staff	<input type="checkbox"/>
Non-teaching staff	<input type="checkbox"/>
Parents	<input type="checkbox"/>
Governors	<input type="checkbox"/>
Others	<input type="checkbox"/>
size of group:	

<b>Agreed aims of the session:</b>	<b>Brief description of programme</b>
------------------------------------	---------------------------------------

	<b>including methods:</b>
--	---------------------------

<b>Preparatory work required:</b>	<b>Evaluation method:</b>
-----------------------------------	---------------------------

<b>Room layout:</b>	<b>Equipment needed:</b>	<b>Provided by</b>	
		Visitor	School
		Visitor	School
		Visitor	School
		Visitor	School

<b>Cancellation arrangements:</b>
-----------------------------------

<b>Checklist:</b>	<b>Yes</b>	<b>No</b>	<b>Comment / action:</b>
Have qualifications been checked?			
Has the content of the session/s been discussed?			
If there is a disclosure does the agency know who to report it to?			
Have the materials / resources to be used in the session been reviewed?			

Have behaviour management issues been discussed?			
Have relevant school policies been explained or sent?			
Has the role of the teacher in the session been discussed?			
Has follow-up work been planned?			
<b>Completed By</b>			<b>Date</b>

## Guidance Sheet 2 Record of Drug Related Incident

<b>Type of incident</b> Found substance <input type="checkbox"/> Emergency/Intoxication <input type="checkbox"/> Possession <input type="checkbox"/> Other (please state) <input type="checkbox"/>	
<b>School:</b>	<b>Report form completed by:</b>
<b>Name of pupil:</b>	
<b>Form / Class:</b>	<b>Time of Incident:</b> (am / pm)
<b>Date of Incident:</b>	
<b>First Aid Given:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>First Aid given by</b> (please specify): School Staff <input type="checkbox"/> Ambulance <input type="checkbox"/> Other <input type="checkbox"/>	
<b>Ambulance called by:</b>	<b>At time:</b> (am / pm)
<b>Drug involved</b> (if known) (eg. alcohol, paracetamol, ecstasy):	<b>Sample found?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
	<b>Where retained:</b>
<b>Senior staff involved:</b> (Name)	(or) <b>Collected at time:</b> (am / pm)
	<b>Witness name:</b>

**Parent / carer informed by:**

**At time:** (am / pm)

**Brief description of symptoms / situation** (continue on blank sheet if necessary):

**Analysis and Outcome** (continue on blank sheet if necessary):

## **Guidance Sheet 3**

### **Drug Situations – Medical Emergencies**

The procedures for an emergency apply when a child or young person or others are at immediate risk of harm. A person who is unconscious, having trouble breathing, seriously confused or disorientated or who has taken a harmful toxic substance, should be responded to as an emergency.

Your main responsibility is for any pupil at immediate risk, but you also need to ensure the well-being and safety of others. Put into practice your school's first aid procedures.

#### **IF IN DOUBT CALL MEDICAL HELP**

##### **ALWAYS:**

- assess the situation
- if a medical emergency, send for medical help and ambulance

##### **BEFORE ASSISTANCE ARRIVES:**

If the person is conscious

- ask the person what has happened and to identify any drug used
- collect any drug sample and any vomit for medical analysis



- do not induce vomiting
- keep the person under observation, not with another pupil, warm and quiet

If the person is unconscious

- ensure that the person can breathe and place in recovery position
- do not move the person if a fall is likely to have led to spinal or other serious injury, which may not be obvious
- do not give anything by mouth
- do not attempt to make the person sit or stand
- do not leave the person unattended or in the charge of another pupil

**WHEN MEDICAL HELP ARRIVES:**

- Pass on any information available and any substances found.

**PLEASE COMPLETE AN EMERGENCY RECORD FORM  
AS SOON AS YOU HAVE DEALT WITH THE EMERGENCY**

## Guidance Sheet 4

### SUGGESTED RESPONSES FOR MANAGING DRUG-RELATED INCIDENTS

It is vital that each incident is carefully managed, investigated and assessed, giving due consideration to the long term welfare of the pupil involved and the welfare of the wider school

1

If a pupil is involved, assess medical needs. Provide medical help as needed.  
(Guidance sheet 3)

Take temporary possession of the drug/substance and inform the Head Teacher, or the Designated Senior member of staff.

Ensure that a second adult witness is present throughout

Seal the sample in a plastic bag and include details of the date and time of the seizure/find and witness present.

Store substance in a secure location, such as a safe or other lockable container with access limited to senior members of staff.

Record full details of the incident using Guidance sheet 2 include the police incident reference number if applicable.

Notify the police without delay, who will collect it and then store or dispose of it in line with locally agreed protocols \*\*. The law does not require a school to divulge to the police the name of the pupil from whom the drugs were taken and this would be a decision for the school, taking all relevant information into consideration.

Refer the pupil to the Mosaic School Based Link worker and where felt appropriate offer support to the parent/carer via the Mosaic Family Service.

17

Notify the parents/carers, unless this is not in the best interests of the pupil(s) concerned. Identify any Safeguarding concerns and follow relevant procedures.

## **Guidance Sheet 5**

### **Guidance for managing Needles and Sharps.**

#### **Disposal of Drug Paraphernalia**

Needles or syringes found on the School premises should be placed in a sturdy, secure container, using gloves. Used needles and syringes should be disposed of appropriately and not put in domestic waste.

#### **What to do if you have a sharps injury**

- Encourage puncture to bleed;
- Wash well under cold running water without soap and cover with a dry dressing;
- Seek medical advice immediately;

Please telephone Hygiene Action within Public Protection Team on 0161 474 4181 to dispose of needles and syringes.

## Guidance Sheet 6

### Contact with the Media

Contact with the media will be a particular concern for headteachers. Advice from the Council's Media and PR Manager can provide reassurance and help avoid pitfalls.

Schools should always seek advice before speaking to the media.

Contact Pat Morgan (Senior Adviser School Support) 474 3917  
[pat.morgan@stockport.gov.uk](mailto:pat.morgan@stockport.gov.uk)

or Stockport Council Media Office on 0161 474 3063.

If dealing directly with the media, schools should take account of the following guidelines:

- respond only through one identified person;
- do not respond if contacted at home, either in person or on the telephone;
- prepare a checklist of the key facts of the incident before any interview;
- If contacted unexpectedly, ask to be called back later when more information may be available;
- do not be drawn into expanding on your statement;
- do not make off-the-record comments (i.e. not for attribution) as this can lead to serious misunderstandings;
- do not release any information that could be prejudicial to individual pupils or the school, such as details that may be required in a court action;
- avoid commenting on events or circumstances that are outside the school's influence;
- show that the incident has been taken seriously and managed effectively;
- be positive wherever possible and conclude with a reassurance about the situation;
- treat media inquiries with respect and be aware of their deadlines. This is your opportunity to state the school's position, and if you do not respond before their deadline your views may not be represented.

**Remember: if you are unsure of anything, please say nothing until you have contacted the Media Office on 0161 474 3063.**

## Guidance Sheet 7

### Drugs and the Law

The laws controlling drug use are complicated but there are three main statutes regulating the availability of drugs in the UK: **The Misuse of Drugs Act (1971)**, **The Medicines Act (1968)** and **The Psychoactive Substances Act (2016)**. The law around drugs is always changing, therefore we have put a link for you to follow to ensure that the correct information is provided:

<http://www.drugwise.org.uk/what-are-the-uk-drug-laws/>

The Misuse of Drugs Act (MDA) divides drugs into three classes as follows:

#### **Class A:**

These include: cocaine and crack, ecstasy, heroin, LSD, methadone, methamphetamine (crystal meth), fresh and prepared magic mushrooms.

#### **Class B:**

These include: amphetamine (not methamphetamine), barbiturates, codeine, ketamine, synthetic cannabinoids such as Spice and cannabis. All cathinone derivatives, including mephedrone, methylone, methedrone and MDPV were brought under control as Class B substances in 2010.

#### **Class C:**

These include: anabolic steroids, minor tranquillisers or benzodiazepines, GBL and GHB, khat and BZP.

### **Penalties**

Maximum penalties under the Misuse of Drugs Act:

Drug class	Possession	Supply
Class A	7 years + fine	Life + fine
Class B	5 years + fine	14 years + fine
Class C	2 years + fine	14 years + fine


### **New Psychoactive Substances and the law (were know as Legal Highs)**

The Psychoactive Substances Act came into effect on 26 May 2016. The Act makes it illegal to supply any 'legal highs' for human consumption. The changes in the law mean it's now an offence to sell or even give psychoactive substances to anyone for free, even to friends.

Many of the substances are now under the control of the Misuse of Drugs Act 1971

Punishments range from a prohibition notice, which is a formal warning, to 7 years in prison.

## Guidance Sheet 8

 Young People's Drug & Alcohol Services	<h1>REFERRAL FORM</h1>		
Name of Y.P:		D.O.B	
School:		Gender:	Year Grp:
Referral Date:		Ethnicity:	
<b>Referral route:</b> Self <input type="checkbox"/> Agency <input type="checkbox"/> School <input type="checkbox"/> Parent <input type="checkbox"/> Screening <input type="checkbox"/> Other <input type="checkbox"/> A&E pathway <input type="checkbox"/> If Agency please state which:		Tutor Grp:	
Referrer:		Contact Number:	
<b>Is Young Person</b> Part of TAC process <input type="checkbox"/> A Looked After Child <input type="checkbox"/> Subject to Child Protection <input type="checkbox"/> <input type="checkbox"/> Does young person have a EHA <input type="checkbox"/> A Lead Professional <input type="checkbox"/> If so who is L.P			
Any other agencies involved? Please state:		School Attendance %	
Address: Post code: Young person's contact number:			
<p>Before we can accept the referral, the YP needs to be made aware of the referral and the reasons why it has been made. The parent(s)/carer(s) need to be made aware of the referral and it is at the schools discretion if they state the reasons why the referral has been made.</p> <p>*Please note it is compulsory for parents/carers of YP under the age of 13 years to be made of aware of the referral and the reasons why the referral is being made.</p> <p>Please tick the box to confirm this has been undertaken:</p> <p>Young person aware of referral? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Young person aware of reasons why? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Parent/carers aware? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Parent/carers aware of reasons why? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Name of parent/carers:</p>			

Contact details for parent/carer:

**Reason for referral:**

(Please note if you are wishing to refer a YP who is affected by a significant others substance use - parent/carer/siblings etc, please make the referral directly to the Mosaic family team duty worker on 0161 218 1100).

**School information (please mark the appropriate box with an X)**

<b>School Commitment</b>	Excellent	Good	OK	Poor
<b>General Behaviour</b>	Excellent	Good	OK	Poor
<b>Previous Exclusions</b>	Temporary	Fixed	Permanent	

**Previous contact with MOSAIC:** No  Yes  Unknown

Additional information: