

Policy reviewed: March 2019  
Policy review date: March 2020  
Designated SLT Link: Julian Young  
Archway School has a duty to monitor the operation and effectiveness of policies. Designated authority: Governors' Welfare and Discipline Committee



### Substance Misuse and Medicines Policy

#### **Aims**

- To inform all students of the risks involved in substance misuse. This includes prescription medicines, over the counter medicines and volatile substances (including so called legal highs) as well as illegal drugs and alcohol.
- To state clearly the consequences of possession, use or misuse on school premises.

#### **Principles**

- Drugs and medicines must not be brought into school without the School's knowledge and approval. The School should be informed via form tutors about any students bringing medication into school.
- The School's role is educational. Consequently up to date information will be provided to all students through PSHE. This will include the effects and risks of substance misuse.
- Students who are identified as being at risk of, or who have admitted to substance misuse, will be offered support and may be referred to appropriate agencies.
- Students who are in possession of, and/or under the influence of, unauthorised drugs and associated drug paraphernalia or medicines on school premises may be at risk of permanent exclusion.
- Parents will be informed as soon as reasonably practical of any actual or suspected substance misuse.

Archway School has a duty to monitor the effectiveness of the Substance Misuse and Medicines Policy within the school. The operation and effectiveness of the policy will be monitored by the Governors' Welfare and Discipline Committee at least annually.

#### **Responsibilities**

Headteacher  
Assistant Headteacher (Student Support)  
PSHE Co-ordinator  
Senior Leadership Team  
Heads of Department and Year  
All Teaching and Support Staff  
Governors

#### **Further References**

Archway School PSHE Programme  
Health Education Leaflets  
Gloucestershire LA Drugs Framework Guidelines  
Safeguarding Policy  
Behaviour Policy