



Great Marlow School

Excellence • Compassion • Integrity

DRUGS POLICY 2025-2026

Recommended by the Leadership Team:

December 2025

Approved by GMS Governors:

December 2025

Adopted by GMS Governors:

December 2025

Review Due:

Autumn Term 2026

Indicate as appropriate:

There **has been** a change to the previous policy.

Contents

This Policy applies to	3
The principal intentions	3
Aims	3
The Policy in Practice	3
Disciplinary Procedures concerning Illegal Drugs and Harmful substances	4
Disciplinary Procedures Concerning Alcohol and Tobacco and Vaping.....	4
Management of medicinal or authorised drugs	5
Appendix	6

This policy is based on the principle of prevention: the school aims to prevent its students from using or distributing illegal drugs or any harmful substances.

Great Marlow School aims to give students information which will help them to make informed choices concerning matters which will affect their health and welfare.

This Policy links to other school policies: -

- Child Protection and Safeguarding Policy - for procedures when drug-related concerns indicate a safeguarding issue
- Behaviour for Learning Policy - for the disciplinary framework and sanctions procedures
- RSHE Policy - for the educational approach to drugs education
- Health and Safety Policy - for safe storage and handling of hazardous substances
- Searching and Confiscation Policy - for procedures when searching students or confiscating substances
- Supporting Students with Medical Conditions Policy - for the management of prescribed and non-prescribed medicines

This Policy applies to all members of the school community: -

- within the school grounds
- when representing the school (school trips/visits and sporting fixtures)

The principal intentions of this policy statement are to: -

- State the policy's aims
- Indicate how the policy operates in practice
- Clarify the school's disciplinary procedures
- Offer practical advice and information to parents/carers

Where the document refers to drugs, this includes alcohol, tobacco, illegal drugs, medicines, new psychoactive substances (legal highs) and volatile substances, unless otherwise specified. Although not included under the drugs umbrella, as a school community vaping is not allowed.

The majority of young people of school age have never used an illegal drug. Of those who do experiment with illegal drugs very few will go on to become problem drug users. However, most will at some stage be occasional users of drugs for medicinal purposes and many will try tobacco and alcohol. Every school therefore has a responsibility to consider its response to drugs and all schools are expected to have a policy which sets out the school's role in relation to all drug matters.

Aims

- To increase the students' awareness of illegal and harmful drugs, including the nature of various drugs, their dangers, and the moral and social issues surrounding them.
- To develop staff awareness of such drugs, by ensuring that all members of staff are aware of this policy.
- To promote parents' and carers' awareness of illegal drugs and of this policy.
- To increase awareness among students, staff and parents/carers of the effects of alcohol, tobacco and vaping.
- To create an atmosphere in which students, staff and parents/carers can discuss drugs in an informed, helpful and non-judgemental way.
- To ensure that students, staff, parents/carers and Governors are aware of the school's disciplinary procedure regarding tobacco, alcohol, vaping and drug related incidents.

The Policy in Practice

- Drugs Education for students in years 7 – 11 is part of RSHE lessons
- Drugs Education for the Sixth Form is part of the RSHE programme, co-ordinated by the Head of Sixth Form and delivered by Tutors.
- Students will be offered support in the form of counselling, both in and out of school.
- Confidentiality will be maintained where it is possible to do so.

- All students will be given clarification of the school's disciplinary procedure in respect to involvement with illegal drugs and the use of alcohol and tobacco.
- All staff will receive briefing on how this policy will operate and awareness of drugs issues will be raised through presentations e.g. on Training Days.
- This policy will be available on the school website along with other relevant materials and information.
- The school will organise information events for parents/carers when they will have the opportunity to discuss the school's approach to drugs.
- The school will employ, where possible, visiting speakers who have expertise in the field of drugs.
- The Deputy Headteacher and Governors will be responsible for monitoring and evaluating the school's approach and respond to fresh developments and initiatives.

Disciplinary Procedures concerning Illegal Drugs and Harmful substances

- **If it becomes known, is rumoured, or suspected that a student is involved in some way with illegal drugs: -**
 - a. The Safeguarding team will be informed
 - b. The Safeguarding team will take the most appropriate action to ensure support
 - c. Staff who need to be made aware will be informed
 - d. Parents/carers may be informed
- **If it becomes known that a student is using illegal drugs outside school hours, or when school rules do not officially apply: -**
 - a. The Safeguarding team will be informed
 - b. The Safeguarding team will take the most appropriate action to ensure support
 - c. Depending on your age and the severity of the case, the Headteacher and the parents/carers will be informed
 - d. The student will be offered counselling and drugs education support, either in school, or with an appropriate outside agency
- **If a student is found to be in possession of, or are using, illegal drugs at school, or on any occasion when school rules apply: -**
 - a. The Headteacher and Deputy Headteacher (Safeguarding) will be immediately informed
 - b. Parents/carers will be informed as soon as possible
 - c. Disciplinary action will be taken. Depending on the seriousness of the offence, this could be a fixed term suspension or a permanent exclusion
 - d. The Deputy Headteacher will liaise with the police to ensure consistency when dealing with drug-related incidents
 - e. Counselling and drugs education and support will be suggested, or arranged in appropriate cases
- **If a student is found to be offering, selling or supplying illegal drugs at school, or on any occasions when school rules apply: -**
 - a. The Headteacher and Deputy Headteacher (Safeguarding) will be immediately informed
 - b. Parents/carers will be informed as soon as possible
 - c. Disciplinary action will be taken. Depending on the seriousness of the offence, this is likely to result in a permanent exclusion
 - d. The Deputy Headteacher will liaise with the police to ensure consistency when dealing with drug-related incidents
 - e. Counselling and drugs education and support will be suggested, or arranged in appropriate case

Disciplinary Procedures Concerning Alcohol and Tobacco and Vaping

Smoking and vaping or being in the company of smokers and vapers is not permitted on the school site, when travelling to and from school or whilst on school visits. Being in possession of smoking and vaping materials on the school premises, when travelling to and from school or whilst on school visits is also not permitted.

Sanctions

- First time - Contact will be made to parent/carer by a member of the pastoral team to arrange the most appropriate and just sanction.
- Subsequent occasions - Circumstances will always be considered when determining the most appropriate and just sanction. In some cases, a fixed term suspension may be justified.

Drinking alcohol or being under the influence is not permitted on the school site, when travelling to and from school or whilst on school visits. Being in possession of alcohol on the school premises, when travelling to and from school or whilst on school visits is also not permitted.

Sanctions - circumstances will always be considered when determining the most appropriate and just sanction. In most cases, a fixed term suspension will be the most likely sanction

The rules regarding illegal drugs, alcohol and tobacco and vaping also apply to school activities, trips and visits. Parents and carers will be informed and, in most cases involving alcohol or tobacco, the student will be sent home and a fixed term suspension may also be applied. In addition, any incident involving illegal drugs, a permanent exclusion may be considered the appropriate sanction.

Management of medicinal or authorised drugs

We believe that there are circumstances, when some legal drugs are authorised for use in school. These are prescribed medicines, hazardous chemicals (and solvents) and alcohol.

(i) Prescribed Medicines

Staff do not administer medicines to students. Details about administration of medicines can be found in the Medicines Policy. The decision to allow students to self-administer rests with the Headteacher

Those students that need inhalers are responsible for their administration and carry them with them, for easy access, and parents complete a permission form.

Staff are aware of any serious medical conditions which affect students in their class.

(ii) Non-prescribed medicines

Staff do not give any non-prescribed medicines to students. There may be circumstances when students can take over-the-counter medicines eg for period pains and hay fever and the responsibility rests with students and their parents/carers.

(iii) Hazardous chemicals and volatile substances (solvents)

Arrangements for the secure and safe storage of chemicals e.g. for cleaning and scientific experiments, are set out in the Health and Safety Policy

Appendix

Useful Organisations

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services.

Tel: 020 3817 9410

Email: admin@adfam.org.uk

Website: www.adfam.org.uk

Alcohol Change uk works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems

Tel: 020 3907 8480

Email: contact@alcoholchange.org.uk

Website: <https://alcoholchange.org.uk>

ASH (Action on Smoking and Health)

A campaigning public health charity aiming to reduce the health problems caused by tobacco.

Tel: 020 7404 0242

Email: enquiries@ash.org.uk

Website: [Action on Smoking and Health \(ASH\)](http://Action on Smoking and Health (ASH))

Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people.

Tel: 01206 714 650 (general queries only)

Email: info@coramclc.org.uk

Website: <https://www.childrenslegalcentre.com>

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm.

Tel: 020 7766 9900

Website: <https://www.drinkaware.co.uk/>

Drink line - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking.

Tel: 0300 123 1110 (lines are open 24 hours a day)

Drug wise is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service.

Website: <https://www.drugwise.org.uk>

FRANK is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs. 24 Hour Helpline: 0300 123 6600

Email: frank@talktofrank.com;

Website: www.talktofrank.com