

Drugs Education and Prevention Policy			
Current Status	Operational	Last Review:	November 2025
Responsibility for Review:	Group Head of Welfare and Safeguarding	Next Review:	November 2027
Roles Responsible for Review:		Originated:	Nov 2020
Approved by:	SET Curriculum	Committee:	
Type of Policy:	Staff / Students	Quality Assured by:	Policy Team

1. Scope

1.1. This policy applies to all staff, students and stakeholders associated with Eastern Education Group (EEG), which includes:

- Abbeygate Sixth Form College
- Chalk Hill
- Duke of Lancaster School
- Exning Primary School
- One Sixth Form College
- Priory School
- Stanton Primary School
- Stone Lodge Academy
- Sunrise Academy
- West Suffolk College (including all PPL centres)

1.2. Key to the references used throughout this policy:

- **'student'** – this includes any child which is a pupil at our Primary schools or our SEND schools; any young person who is enrolled at one of our Sixth Form Colleges and any adult who is enrolled at our University and Professional Development Centre, Personal Professional Learning Centres or at a placement within a workplace (e.g. enrolled on an apprenticeship).
- **'Head teacher / Principal'** – this refers to the senior leader at the respective school/college/learning centre at which the student is enrolled. For our Primary schools this would be the Head Teacher, for our SEND schools this would be the Head of School, for our Sixth Form Colleges this would be the Principal, and for our University and Professional Development Centre, Personal Professional Learning Centres or at a placement within a workplace this would be the Assistant Principal.

1.3. This policy aims to prevent drugs misuse. In line with the DfE and Association of Chief Police Officers (ACPO) [drug advice for schools 2012](#) EEG has the information, advice and power to:

- Provide accurate information on drugs and alcohol through education and targeted information.
- Tackle any drugs related issues and associated problem behaviours with wider powers of search and confiscation.
- Work with external agencies locally e.g. voluntary groups, health partners, police, and others to prevent drug and alcohol misuse.

2. Aim

- The policy aims to make clear EEG's approach to the problem of drugs.
- It sets out EEG's policy of drugs education and makes clear the procedures that should be followed in responding to drug-related incidents.

3. Responsibilities

3.1. The Head teacher / Principal

3.1.1. The Head teacher / Principal has overall responsibility for the implementation of the policy, for liaison with staff, governance member and parents/carers, and external agencies as appropriate and for the training and support staff.

3.1.2. The Head teacher /Principal must ensure that all students are aware of the policy and its implications.

3.2. All Staff

3.2.1. All members of staff must know EEG's policy and to seek to obtain the relevant skills and knowledge to support the policy.

4. Definitions

4.1. Legal drugs that may be on site:

- Prescribed drugs
- Over the counter drugs

4.2. Legal drugs that should never be on EEG sites include ones such as:

- Alcohol
- Legal Highs

4.3. Illegal drugs which must never be on EEG sites include common ones such as:

- Cannabis

- Ecstasy
- Heroin
- Crack/cocaine
- NPS (new psychoactive substances)

5. Drugs Education

- 5.1. (In our schools) the PSHE Lead and (in our colleges) the Group Head of Pastoral Support and Administration are responsible for ensuring that there is planned drugs education programme as part of the Tutorial programme.
- 5.2. The programme must:
 - a) Inform students about drugs and their effects
 - b) Promote a positive attitude towards healthy lifestyle
 - c) Increase student's understanding of the health and social implications of the use and misuse of drugs
 - d) Inform students about course of action open to them if they or people they know become, or might become, involved in drugs activity
 - e) Inform students about support and resources available to them whilst at EEG and via other external agencies
 - f) Involve external organisations in the delivery of information where necessary and when in the best interests of the students

6. Action to be taken in incidents involving misuse of drugs

- 6.1. It is vitally important that staff, students and parents should be clear about the action that will be taken in any drug related incident.
- 6.2. Staff should ensure that all cases of misuse of drugs, or suspected misuse, are reported to the Group Head of Safeguarding and Welfare who will inform the Senior Designated Safeguarding Lead (DSL) as appropriate.

7. Searching students

- 7.1. Authorised staff (authorised by the Senior DSL) have a statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that the student may have a prohibited item. Prohibited items are:

- knives or weapons
- alcohol
- illegal drugs

- stolen items
- tobacco and cigarette papers
- fireworks
- pornographic images
- any article that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the student).

7.2. If a student is suspected of carrying an illegal substance, the student will be asked to show a member of staff the contents of their pockets/bag etc. If the student refuses, they will be kept in isolation whilst the police are called out to carry out a search. Where the student is under 18, we will also inform their parent.

7.3. The 'search' will be undertaken by a member of staff who is the same sex as the students with a fellow staff member (acting as a witness) present. Wherever possible, the witness will also be the same sex as the student being searched. There is a limited exception to this rule, see 7.4.

7.4. Where staff reasonably believe that there is a risk of serious harm if they do not conduct the search immediately and as such it is not reasonably practicable to summon another member of staff; staff of the opposite sex to you may carry out the 'search' with/without a witness present. only where you.

7.5. EEG may engage external organisations to conduct 'drugs dog' searches as part of an overall strategy to tackle drug use and promote a positive and open culture of zero tolerance for drugs.

8. Responses

8.1. Students found under the influence of an illegal substance, or in possession of illegal items will be suspended without prejudice. A disciplinary meeting will be called roughly a week after suspension and, where the student is under 18 we will also invite their parent/carer(s) the disciplinary meeting.

8.2. EEG considers each drug incident separately and consider the appropriate response, bearing in mind the circumstances of the case and the need to balance the interests of the student, other members of the school or college and the wider community. However, in most cases this will be a final written warning.

8.3. Supply

8.3.1. A student who supplies any illegal drugs on the premises will normally be permanently excluded for a first offence. 'Supply' includes retailing drugs on the premises, communicating with a drug dealer on behalf of another student

at an EEG school or college, introducing fellow students to a drug dealer and any other instances of procuring legal or illegal drug for themself or other students.

- a) 'Supply' includes supplying for money or free-of-charge.
- b) In the case of the supply of a drug or solvent which is legal (including over-the-counter drugs) the Senior DSL will assess the seriousness of the incident before deciding on the action to be taken, this may include permanent or fixed term exclusion.

8.3.2. Before deciding on exclusion, the Senior DSL will ensure that a satisfactory investigation has been carried out. Appeals against decisions will go to the Head teacher / Principal.

8.4. **Possession**

- 8.4.1. A student who has any legal or illegal drug in their possession will normally be excluded for a fixed period to be determined by the disciplinary policy after considering all the circumstances of the case. The police will be notified and may be called to attend their EEG school or college depending on how much is found.
- 8.4.2. The Group Head of Safeguarding and Welfare will determine what support needs to be provided and/or other action that needs to be taken during or after the exclusion. EG DUST (Drug Use Screening Tool) Campus assessment and referral to Turning Point.

9. **Offenses Outside of EEG sites**

- 9.1. If a student is involved in a drug-related incident outside of their EEG school or college the Senior DSL along with the appropriate member of the Welfare Team will assess the implications for the student and determine the best course of action bearing in mind the interests of the student and the interests of EEG and the wider community.

10. **Telling parents and dealing with complaints**

- 10.1. We are not required to inform parents before a search takes place or to seek their consent to search their child.
- 10.2. Drug searches will be recorded on our safeguarding system.
- 10.3. If the student is under 18, we will inform their parents or guardians where alcohol, illegal drugs or potentially harmful substances are found.
- 10.4. Complaints about screening or searching should be dealt with through the Complaints policy which can be found on [our website](#).

11. **Involvement of the Police**

11.1. Police will be informed via the intelligence line of all drug issues at EEG schools and colleges.

Revision History – Drugs Education and Prevention Policy

Revision date	Reason for revision	Section number	Changes made
January 2022	Change of staff	5.1 , 5.2, 6.2	Change of title of manager and addition of welfare officer post
December 2022	Change of staff, titles and processes	All	To suspend students, to provide intel to the police, changes of titles.
January 2023	Annual Review	Throughout	Converted to EEG policy. Full rewrite as needed
		Section 7	search criteria changed
April 2024	Annual Review	Throughout	Converted to EEG policy standard.
Nov 2025	Annual Review	1.1	Addition of Primary Schools
		1.3	Amendment to text – promote wellbeing if students has changed to Aim to prevent drug misuse.
		3.1	Role Addition – Head Teacher
		4	Text Amendment – Colleges to EEG sites
		5.1	Addition of Schools PSHE Lead for schools.
		8.3.2	Addition of Head Teacher
		8.4.2	Title amendment to Group Head of Safeguarding and Wellbeing
		9	Addition of EEG sites / EEG school or college
		11.1	Addition of EEG school and colleges