

Contents:

1. Statement of intent
2. About our policies
3. Definitions of key terminology
4. Roles and responsibilities
5. Substance misuse education
6. Smoking
7. Persons found to be misusing drugs
8. Medical emergencies
9. Threatening behaviour
10. Controlled substances
11. Support
12. Medical Drugs

1. Statement of intent

Wider Ambition takes a zero-tolerance approach to the misuse of drugs on our premises. We are committed to educating our students about the dangers of substance misuse in a safe and healthy environment which is conducive to achievement.

2. About our policies

- 2.1. Our policies have been developed to comply with all relevant legislation and associated guidance. Policies will be updated periodically as necessary.
- 2.2. Our policies are inter-related and are intended to be read, understood and used collectively.
- 2.3. All staff and governors are expected to be familiar with and abide by our policies.
- 2.4. The School Administrator is responsible for ensuring volunteers and visitors are familiar with any policies which are relevant to their involvement and for taking reasonable steps to ensure compliance.

- 2.5. By accepting and maintaining a placement at a Wider Ambition setting, parents agree to support the ethos and policies. Parents are able to access these documents via the website, or by emailing the School Administrator.
- 2.6. The Headteacher is responsible for ensuring policies are implemented fairly, effectively, and consistently in each setting.
- 2.7. The Headteacher is responsible for identifying any training needs in relation to our policies. The School Administrator is responsible for arranging the required training. All staff are expected to engage in continuous learning and ongoing training appropriate to their roles.
- 2.8. The effectiveness of our policies and their implementation is monitored by the Governing Body. Unless otherwise stated, the Governing Body reviews each policy annually.
- 2.9. The Governing Bodies for Wider Ambition settings are provided by Governing for Ambition, an independent community interest company. The Governing Body uses its expertise to monitor the performance of each setting and to advise the Proprietor of any recommended actions. Responsibilities assigned to the Governing Body are limited to these advisory and accountability functions.
- 2.10. Wider Ambition Ltd is a subsidiary of Wider Plan Ltd. References to the Proprietor mean a Director of Wider Ambition or a senior representative from Wider Plan with delegated authority.
- 2.11. The Senior Leadership Team (SLT) includes the Proprietor, Pastoral Lead, Headteacher(s), Deputy Head(s), Quality of Education and Professional Development Lead, Leadership Assistants and any member of staff to whom responsibility is temporarily delegated by the Proprietor or Head(s).
- 2.12. All references to parents within our policies should be interpreted to include parent carers. For older students, the extent to which parents are involved in the student's provision is decided in accordance with statutory requirements and the student's own preferences.

3. Definitions of key terminology

- 3.1. Drug - a substance which has a psychological or physiological effect when introduced into the body. This includes but is not limited to:
 - 3.1.1. Controlled drugs

- 3.1.2. Medical drugs
- 3.1.3. Alcohol
- 3.1.4. Nicotine products
- 3.1.5. Solvents
- 3.1.6. 'Legal highs'
- 3.1.7. 'Vapes'

3.2. Substance misuse or drug misuse – the harmful or hazardous use of any drug on Wider Ambition premises, including but not limited to:

- 3.2.1. Use of controlled drugs other than where and how they have been prescribed by a medical professional.
- 3.2.2. Consumption of alcohol by any person under 18 years old.
- 3.2.3. Excessive consumption of alcohol by any person.
- 3.2.4. Use of 'vapes' or tobacco or its products by any person under 16 years old.
- 3.2.5. Use of medical drugs for anything other than their therapeutic purpose.
- 3.2.6. The supply of any drug to another person for anything other than medical purposes.

3.3. Wider Ambition premises – any area where a student is in the charge of Wider Ambition staff, whether within or outside opening hours. For the avoidance of doubt, this extends to any location that students attend as part of offsite visits.

4. Roles and responsibilities

4.1. The Headteacher is responsible for:

- 4.1.1. Providing a safe environment for all staff, students, and visitors.
- 4.1.2. Working with parents, students, appropriate staff and relevant professionals to ensure that Wider Ambition's PSHCE curriculum is accessible to all students and is up to date with current trends in drug misuse.
- 4.1.3. Where appropriate, informing the police of incidents of substance misuse.
- 4.1.4. Informing the Governing Body, directly or via the designated safeguarding governor, of any incidents, issues, or developments concerning substance misuse at Wider Ambition.
- 4.1.5. Informing parents of any incidents of substance misuse concerning their child, in line with the Safeguarding Policy.

4.2. The Headteacher and/or Designated Safeguarding Lead (DSL) are responsible for:

- 4.2.1. Ensuring that teaching and support staff have the appropriate skills and training to identify students who are at high risk of harm due to substance misuse and discuss with and educate students on the use and misuse of drugs.
- 4.2.2. Ensuring that staff and students who are experiencing difficulties related to substance misuse are provided with sufficient internal support and referred to and supported to access external support as appropriate.
- 4.2.3. Accessing appropriate training to enable them to successfully advise staff, students, and students' families on matters related to substance misuse.
- 4.2.4. Liaising with external agencies to provide support for students and staff.

5. Substance misuse education

- 5.1. Wider Ambition provides all students with substance misuse education as part of its duty to promote students' wellbeing. This education will help students to:
 - 5.1.1. Develop positive attitudes and values which influence the way they behave.
 - 5.1.2. Develop the skills needed to make responsible and well-informed decisions about their health and wellbeing.
 - 5.1.3. Understand the risks and consequences of substance misuse.
 - 5.1.4. Understand the laws related to substance misuse
 - 5.1.5. Know how to access information and advice on substance misuse.
- 5.2. Substance misuse education will be appropriately differentiated according to students' ages and Education, Health and Care Plans.
- 5.3. Where appropriate, external advisors will be invited to deliver substance misuse education.

6. Smoking

- 6.1. Smoking and the use of e-cigarettes or 'vapes' are prohibited on and within sight of Wider Ambition premises.
- 6.2. Students are not permitted to be in possession of e-cigarettes or 'vapes' whilst on Wider Ambition premises or travelling to and from Wider Ambition premises.
- 6.3. Staff, students, parents, and visitors will be asked not to smell of smoke or e-cigarette or 'vape' residue whilst on Wider Ambition premises.

7. Persons found to be misusing drugs

- 7.1. Staff members found to be misusing drugs whilst on Wider Ambition premises will be asked to leave the premises, and action will be taken in line with the Staff Disciplinary policy.

- 7.2. Visitors found to be misusing drugs whilst on Wider Ambition premises will be escorted from the premises by Wider Ambition staff unless they are displaying threatening behaviour (see section 9). Persistent or aggressive offenders will be reported to the Proprietor. The Proprietor and Headteacher have the authority to ban visitors from the site.
- 7.3. Unless it is a medical emergency, or they are displaying threatening behaviour, students found to be misusing drugs whilst on Wider Ambition premises will be escorted by staff to a space away from other students and the Headteacher informed.
- 7.4. Where appropriate, the student's parents will be contacted and asked to collect the student immediately.
- 7.5. Students under 18 years of age will remain under the supervision of a member of staff until their parent arrives.
- 7.6. Any student found to be misusing drugs whilst on or travelling to and from Wider Ambition premises will be managed in line with the Behaviour Policy.
- 7.7. Any event of a person misusing drugs on Wider Ambition premises will be recorded on the Management Information System.

8. Medical emergencies

- 8.1. In the event of a drug related medical emergency, a trained first aider will be summoned, and the emergency services contacted in line with the First Aid Policy.
- 8.2. If the patient is a student under 18 years old, their parents will be telephoned and informed of the incident, unless contra-indicated by the Safeguarding Policy or unless the age of the student would make this inappropriate.
- 8.3. All incidents or near misses will be reported to the Health and Safety Executive as soon as possible, in line with the Health and Safety Policy.

9. Threatening behaviour

- 9.1. In the event of any person displaying threatening behaviour resulting from substance misuse, all students present will be removed from the area.
- 9.2. Where a student is displaying threatening behaviour, they will be managed in line with the Behaviour Policy.
- 9.3. Where a staff member or visitor is displaying threatening behaviour, they will be asked to leave the premises.
- 9.4. Where staff deem that they or another person is at serious risk of harm as a result of a person displaying threatening behaviour related to substance misuse, they will contact the

police. This does not preclude students or visitors from contacting the police if they feel it is necessary.

10. Controlled substances

- 10.1. Following the confiscation of a suspected controlled substance, a staff member will seal the sample in a plastic bag and include details of the date and time of the confiscation alongside the name of any witness/witnesses present.
- 10.2. The staff member will store the sample in a secure location.
- 10.3. The incident will be investigated, and appropriate action taken. This may mean that the matter is reported to the police.
- 10.4. Details of the incident will be recorded on the Management Information System.
- 10.5. Any further measures will be undertaken in line with the Safeguarding Policy.

11. Support

- 11.1. Wider Ambition understands that the misuse of drugs and alcohol can often be a sign of underlying issues. Staff and students experiencing difficulties with substance misuse will be provided with appropriate internal support and referred to, and supported to access external support agencies as appropriate.

12. Medical drugs

- 12.1. Wider Ambition understands that some students may require medical drugs for therapeutic purposes. These are managed in line with the Supporting Students with Medical Conditions Policy