



**Villa Real School**  
*together we achieve*

# Drug Incident and Management Policy

## 2026

Responsibility: Jill Bowe

Date: January 2026

Date to be reviewed: January 2028

## **Rationale**

The drug policy for Villa Real School covers two key elements, educational entitlement and the management of drug related incidents. This policy should be read alongside the Child Protection Policy in regards to the increase in County Lines issues in County Durham and therefore impacting some of our pupils/students.

Villa Real School recognises the key role of the education service in the prevention of problematic drug use and the part that staff, in partnership with other agencies, has to play in attempting to minimise the harm consequent upon such use.

Villa Real School believes that all young people are entitled to a curriculum which explores drug related issues at a stage appropriate to their development and takes account of the particular circumstances and culture of the groups and communities to which they belong. The Policy applies to all pupils and students in school and any adults who work in school.

Drug education forms part of an overall programme for PSHCE which aims to equip young people with the skills and knowledge to prepare them for adult life.

## **Aims**

Villa Real School aims to:

- Show the School's commitment to preventing drug use
- Enable staff, pupils/ students and parents/ carers to understand the School's position on drugs
- Raise the awareness of all the young people to the risks involved in using drugs in a society which tolerates a wide range of legitimate, though damaging, drug use
- Assist young people to respond to drug related situations with the knowledge, confidence and skills necessary to make decisions relating to their emotional, social and physical wellbeing
- Support young people who are in situations involving the problematic use of drugs by themselves or others close to them
- Share accurate information regarding the law regarding changes

Drug education is delivered during PSHCE lessons in Key Stage 3, Key Stage 4, Key Stage 5. EYFs and KS1/2 have termly topics, in which drugs education can be incorporated. It is also delivered at Villa Real School as necessary to more vulnerable pupils through interventions lead by our Kidsafe officer. The overall philosophy in Villa Real School is one of informed choice and this is reflected in the approaches used. External agencies such as Police, School Nurse and health promotion specialists are used within the School to support drug education and as a staff resource during IT CPDL, staff training and parents' evenings. Where visitors are used, they are made aware of the School policy and their contribution to the overall aims, are discussed. In a

classroom setting, visitors will be regulated by the School policy, however the School recognises that there may be situations e.g. drop in sessions with the School Nurse, where individual's organisational policies will override the School Policy.

### **What do we mean by drugs?**

We mean medicines, alcohol, illegal drugs, solvents, volatile substances and tobacco.

## **Managing Incidents**

### **Rationale**

Villa Real School recognises that a range of responses may be required in the management of drug related incidents. The school recognises the need to balance the welfare of individual children and young people and the needs of the School. The framework in the term of the law, confidentiality and the use of external agencies can be found in "Hitting the Target – Dealing with Drugs in Durham", the County policy on drugs and schools. This is used by the drug incident team as a reference document in the overall strategy for drug issues.

Drug incidents are managed by the drug incident team which includes:

- Headteacher
- SENCO

In association with:

School nurse Attendance Improvement Team

One Point Advisor

Social workers

Education Development Officer if safeguarding issue

## **Aims**

### **Villa Real School aims to:**

- Support staff and young people whose drug use has become problematic through the use of internal (School Nurse, AIT, One Point adviser) and external (drug agencies i.e. NECA, Social Services, youth offending teams) sources
- Support young people who, though not directly involved, may be affected by drug use in the community, through access to information and education
- Involve parents and Governors in supporting young people

A flow chart detailing the steps taken after an incident has been identified is included (See Appendix and card for staff e.g. Safeguarding)

## **Response to drug incidents**

All incidents/instances suspected or confirmed/actual will be recorded from the outset using the School Incident Form.

### **Short Term**

In all instances, including medical emergency.

The SMT on duty will be notified as a first response to any identified incident; the SENCO and Headteacher will also be informed. A decision will be taken at this point whether other agencies need to be involved e.g. Police, Social Services, School Nurse, One Point Adviser, NECA, **however it must be noted that involvement of other agencies may remove the management of incidents from the School's jurisdiction.** In most cases, unless there is a perceived risk to the child/ young person, the parent/carer will be informed of the situation. This will be done by a telephone call inviting them into school.

In the case of injecting equipment found on school premises County guidance will be followed.

Media enquiries will be dealt with by the Headteacher in consultation with the press office and legal departments within County Hall.

### **Medium Term**

The drug incident team meet to consider further action and agree any support and sanctions which may apply, sanctions range according to the severity of the incident, as reflected in the School's Behaviour Policy with permanent exclusion as a last resort. If a decision is taken to involve outside agencies, links are maintained to ensure young people are supported in the School environment. Incidents are recorded according to the LA system and using the School's Incident Forms. Confidentiality and security must be maintained throughout. There may be curriculum issues to address within the whole school, either to re-enforce messages or to avoid speculation by pupils/ students. The drug incident team will decide on any follow up.

### **Long Term**

- The decisions taken are revisited by the drug incident team to monitor effectiveness
- The policy will be reviewed annually and if necessary, following incidents
- Staff will be given a copy of the policy, supported by training as required, in conjunction with staff briefings on general drug issues
- Parents/ carers are made aware of the policy at open evenings and or meetings and by the use of summary leaflets sent home.
- Pupils/ students are made aware of the policy and will have the opportunity to contribute to the policy during school council sessions and as part of PSHCE lessons

## APPENDIX

<b>Head</b>	<b>Teaching Staff</b>	<b>Drug Incident Team</b>	<b>Pupils</b>	<b>Governors</b>	<b>Parents</b>
Takes overall responsibility for managing drug issues	Are aware of and follow the Drug Policy	Attend specific training and updates	Participate in drug education lessons	Support the School in the development and implementation of a policy for drug education and incident management	Work with and support the drug incident team as required
Deals with any media enquiries	Attend staff briefings and training as requested	Disseminate relevant information to teaching staff	Adhere to the School policy on drugs in school	Support the drug incident team in managing drug incidents	
	Deliver an agreed programme of drug education within PSCE, PE, RE, Science and other areas of the curriculum where appropriate	Deals with parent enquiries in relation to drug incidents	Provide feedback to PSCE staff on the relevancy of the programme	Provide a link between parents and schools	
				Consider the resource implication of the drug education programme	
				Attend training in drug issues	

<b>School staff can expect:</b>	<b>Pupils can expect:</b>	<b>Parents can expect:</b>	<b>Governors can expect:</b>
To be supported if a drug problem is identified	To be supported if a drug problem is identified	Prompt action to any identified drug problem within school	To be involved in the decision making process in drug related incidents where appropriate
Disciplinary action appropriate to the drug incident	Disciplinary action appropriate to the drug incident	To have access to information about the School policy on Drug Education and Incident Management	To have adequate training to fulfil responsibilities in relation to drug issues
To have access to information about drugs and help available	To have access to information about drugs and help available	To be consulted and informed if any policy changes are to be implemented	To be consulted and informed if any policy changes are to be implemented
To be provided with training to fulfil their roles in relation to drug issues	To have a Drug Education programme which is relevant to need		
To be consulted if any policy changes are to be implemented	To be consulted if any policy changes are to be implemented		