



Substance Misuse

June 2026

Last Review Date	June 2023
Date Adopted by the Governing Body	June 2026
Review Date	June 2029
Headteacher – Mr. Joshua Jones	<i>J. Jones</i>
Chair of Governors – Mr. Paul Croston	P. Croston



Substance Misuse Review Sheet

Date of Review	Reviewer(s)	Comments
29 th June 2023	Dion Griffiths Laura Thomas Dan Dodwell Sue Huyton Steven Jones	Policy amendments: - Sharps box and its location - Removal of 'should' in point 2 - LA instead of LEA
13.06.26	Joshua Jones	Policy amendments: - Addition of prohibition statement end of into p3 - Update curriculum references throughout inline with the Curriculum for Wales (Section 5) - Legal implementation on p13



Substance Misuse

1. Introduction

The Welsh Government's (WG) 10-year strategy, Working Together to Reduce Harm, establishes the parameters of how substance misuse can be addressed. The Preventing harm priority action area within Working Together to Reduce Harm aims to help children, young people and adults resist or reduce substance misuse by providing education about the damage that substance misuse can cause to their health, their families, and the wider community. This includes delaying the age that children and young people start drinking. It also includes action to identify people at risk of substance misuse and/or in need of support and signposting to further information, support or diversion activities.

We participate in Wrexham Healthy Schools Scheme and recognise the value of taking a whole school approach which includes curriculum, school environment, ethos, leadership and community links. The school does not permit the possession, use or supply of illegal substances on school premises. This applies to all members of the school community.

2. Definition of a Substance

The standard definition of a drug or substance used for this policy is:

'A substance is something people take to change the way they feel, think or behave' (United Nations).

A defined range of the substances covered by the policy includes:

- Alcohol
- Tobacco
- E-cigarettes/ vaping instruments
- Over the counter medicines
- Prescription only medicines such as anabolic steroids and benzodiazepines
- Illegal substances such as heroin, cocaine, ecstasy, amphetamines, LSD, cannabis, magic mushrooms
- Volatile substances such as aerosol propellants, butane, solvents and glues
- New Psychoactive Substances (NPS), Legal Highs

Many drugs are lawfully carried as medicines. There is a clear policy on the administration of medicines. If pupils supply prescription drugs to others in school, they are acting unlawfully and therefore this policy will apply.



3. Aim

To empower children and young people to make responsible and well-informed decisions about substances used and or misused within society. We aim to be sensitive and respect differences whilst enabling pupils to understand the risks associated with substance use and misuse.

4. Objectives

- To actively participate in the Wrexham Healthy School Scheme and develop Ysgol Sant Dunawd as a health promoting environment.
- To increase pupils' knowledge, understanding, experience and attitudes towards substance misuse.
- To provide consistent messages about substance misuse within and outside of the taught curriculum.
- To manage substance related incidents with due regard for our legal obligations.
- To protect the well-being of the whole school community.

5. Curriculum

Substance Misuse Education at Ysgol Sant Dunawd is delivered as part of the Health and Well-being Area of Learning and Experience (AoLE) within the Curriculum for Wales. The Health and Well-being AoLE provides a holistic framework for supporting learners' physical, emotional and social development, helping them to make informed decisions about their health and wellbeing. Learning about substance misuse is not delivered in isolation, but is embedded within a whole-school approach to health and wellbeing, promoting the four purposes of the Curriculum for Wales.

What Matters Statements

Substance misuse education contributes to the following key "What Matters" statements within the Health and Well-being AoLE:

Developing physical health and well-being has lifelong benefits

- Pupils learn about the impact of substances on the body and develop positive health behaviours.

How we process and respond to our experiences affects our mental health and emotional well-being

- Pupils explore the links between emotions, choices and behaviours.

Our decision-making impacts on the quality of our lives and the lives of others

- Pupils develop the skills to make informed, responsible decisions about substance use.

How we engage with social influences shapes who we are and affects our health and well-being

Pupils explore peer influence, media and wider societal factors.

Healthy relationships are fundamental to our well-being



- Pupils develop the confidence to seek help and support when needed.

Approach to Learning

In line with Curriculum for Wales, learning focuses on:

- Developing knowledge, skills and understanding
- Supporting pupils to make informed decisions and manage risk
- Promoting resilience, confidence and self-esteem
- Enabling pupils to recognise when and where to seek help and support

Learning experiences are:

- Age-appropriate and progressive
- Embedded across the curriculum
- Responsive to the needs and experiences of pupils
- Delivered through a range of approaches, including discussion, scenario-based learning and collaboration

Progression

Substance misuse education follows the principles of progression within the Curriculum for Wales, supporting learners to:

- Develop increasing independence in decision-making
- Understand risk and consequences in greater depth
- Strengthen their ability to manage social influences
- Apply learning to real-life situations

Assessment is ongoing and supports learners to understand:

- Where they are in their learning?
- What they need to do next?
- How they can make further progress?

5.1 Delivery

At Ysgol Sant Dunawd, pupils will learn about Substance Misuse Education using approaches that provide:

- Consistent accurate information presented simply and clearly.
- Informative and accessible reading material.
- Access to peers and credible adult experts, in addition to teachers/youth workers.
- Stimulating and enjoyable tasks.
- Appropriate challenges in an atmosphere, where they feel secure enough to play a full and active part.

5.2 Use of outside Speakers

When people from external agencies are invited into the school they are 'visitors' and will be seen as contributing to the school's agreed programme and not replacing it.

Visitors delivering Substance Misuse Education will be involved in the planning of the



full programme and contribute their specific expertise where required, e.g. Police School Liaison Officer, Youth Worker, Healthy Schools.

6. Training

SLT will ensure that there is adequate training and resources for all staff involved in the delivery of the aims and objectives of the Substance Misuse Policy.

7. Media Contact

Staff at Ysgol Sant Dunawd will not report incidents and/or issues concerning Substance Misuse to the local press and media generally. The Head teacher, in consultation with the LA and Governors, will deal personally with all media matters. All media enquiries will be referred to the Wrexham Council Press Office.

8. Procedures for dealing with an incident (Appendix 1 and 2)

Staff who become aware of difficulties and/or incidents involving pupils and drugs, will inform the responsible staff member. The staff responsible will then notify the Head Teacher. The response will depend on the type and degree of risk, with some situations requiring immediate action. Immediate action is needed when there is a clear risk to safety, for example:

Example	Action
An adult collecting a child or young person appears to be under the influence of drink or drugs	Apply locally agreed children and young people safeguarding procedures, involve the police if adult is aggressive.
A child or young person/adult appears ill or unsafe as a result of substance misuse	Obtain medical advice, note relevant facts and inform parent/carer.
Substances are being supplied on or near premises.	Contact police
There is ready access to controlled drugs.	Contact police
The premises have potentially hazardous substance misuse related litter e.g. needles, syringes.	Arrange safe removal of litter according to Health and Safety Policy.
A child/young person discloses that they are misusing drugs or their parent or other family members are misusing drugs.	Contact social services or specialist substance misuse service for advice on how to respond.



Less immediate action e.g. observation, interview, consultation with other agencies, continued monitoring, may be appropriate when there are:

- Generalised allegations or concerns about a particular pupil or family.
- Refuted/inconsistent disclosures.
- Concerns but no evidence of substance misuse or related harmful or criminal conduct (such as supply of drugs or other harmful substances).
- Concerns but no evidence of immediate risk to safety.

Actions requiring referral to other organisations include:

- Investigation of criminal activity, including searching persons or personal property.
- Apart from immediate first aid, any health or medical emergency which should be attended by appropriate medical personnel.
- Assessment and providing support and services to vulnerable or troubled children and families are matters for social services.
- Counselling and drug treatment programmes require trained staff, normally accessible through social services, health or specialist substance misuse services.

9. Contact with Parents

There will be a reasonable attempt to contact parents to inform them that a search will take place. Parents will be informed of any drug related incident unless:

- There are child protection concerns.
- It would interfere with a school investigation.
- It would interfere with a police investigation.
- It could result in greater harm to the child for another reason.

10. Contact with Police

There are three main levels of response that the Police can provide when responding to incidents of substance misuse:

1. Collection and administration of any suspected substances
2. Partnership investigation;
3. Formal police investigation.

For **ALL** substance misuse incidents the school will involve the School Community Police Officer and not the emergency police. If they are not available and if the situation is an emergency, then a 999 call may be necessary for a quicker response. The school will follow local authority and police guidance when determining the level of response required.



11. Procedure for Dealing with a Pupil after an Incident

Staff who become aware of difficulties and/or incidents involving pupils and substances will inform the Head Teacher.

The response will depend on the type and degree of risk, with some situations requiring immediate action and others requiring time for assessment of information, seeking advice and the involvement of other agencies. In all cases the safety and security of pupils is a priority.

If a pupil is at risk because of impaired mental state, parents should be contacted and required to take control of their child. Failing that, any emergency contact will be asked to assist. Alternatively social services and police can be called for advice.

11.1 Supporting pupils after an incident

The school should have procedures in place to protect the welfare of any pupil after a substance misuse incident. They may require support in the period following a substance misuse incident or disclosure of illegal substance misuse, as they may feel extremely vulnerable at this time.

Monitoring and support should be based on a behavioural contract agreed by the pupil and his or her parents/carers. Some pupils will be attending school and also having additional specialist support or treatment provided by outside agencies. In these cases the school will need to liaise closely with social services and/or other service providers and agencies involved. The range of responses applied by the school for substances misuse incidents should be consistent with responses for other reasons.

The range of responses may include:

- Pupil assistance programmes
- School based counselling
- Youth support services (e.g. in2change)
- Behaviour contracts
- Restorative approaches
- Fixed term exclusion
- Permanent exclusion

11.2 Recording of Incidences

At Ysgol Sant Dunawd the system for recording an incident will include accurate factual records of all Substance Misuse and related incidents using:

- Incident Record Form (Appendix3)
- Interview Record Form (Appendix 4)



The record of the incident and interview will be signed and dated by the responsible member of staff / Police, including at least one witness.

11.3 Out of School Procedures

The school has no role in dealing with drug incidents outside school hours and premises other than:

- On school trips and visits, when the same rules and procedures will be applied as far as is reasonable and practicable.
- By passing information onto relevant agencies when the safety or wellbeing of a pupil is threatened.
- To assist police in preventing the use of land surrounding the school for drug trading.

12. Safeguarding and Confidentiality

Teachers will not promise confidentiality. The boundaries of confidentiality will be made clear to pupils. It may be necessary to invoke local Child Protection Procedures if a pupil's safety or welfare (or that of another pupil) is under threat. If a pupil discloses information which is sensitive, not generally known, and which the pupil asks not to be passed on, it will be discussed with a senior member of staff.

Confidentiality may be broken against the wishes of the person confiding the information, when necessary, for example:

- Where there is a child and young person safeguarding issue.
- Where the life of a person is at risk or there is a risk of serious harm to others.
- When criminal offences are disclosed.

Every effort will be made to secure the pupils' agreement to the way in which the school intends to use any sensitive information.

13. Procedure for Dealing with Incidents Involving Staff

Substance Misuse related incidents involving staff are subject to the 'Disciplinary Procedures for School Staff'.

13.1 Procedure for Dealing with Adults (not staff)

Ysgol Sant Dunawd will not release pupils into the care of other adults where there is a possibility of harm to that pupil. Where there is evidence that parents or carers arriving at school to collect pupils are under the influence of drugs or alcohol, Social Services or Police will be contacted in line with the Child Protection Policy.



Where a parent or visitor is/or appears to be under the influence of a substance on the school premises, they will be asked to leave immediately. The parent/visitor's safety will be ensured, with supervision if necessary. Where illegal substances are involved, Police will be informed.

14. Procedure for discovery of substances or substance related paraphernalia on school grounds

Where a suspected substance is found or recovered within the confines of the school, the Police School Crime Beat Policy recommends the following:

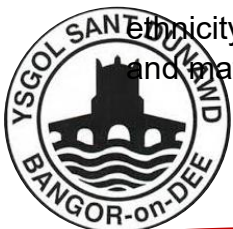
- The Head Teacher will be informed.
- If someone is in possible danger or is likely to be at risk of harm - ring 999.
- Contact the School Community Police Officer for disposal and advice regarding future action.
- If the School Community Police Officer is not available, the local police station should be contacted. Explain the situation and ask for an incident number.
- Ensure that the seizure is witnessed in corroboration with another member of staff.
- Store it in a suitable location pending police arrival.
- An Incident report form will be completed, with witness signatures.
- Staff should not attempt to analyse or taste any unidentified substance.
- Educate the pupils about substance misuse and safety.

If needles, syringes or substance related paraphernalia are found on school premises:

- The Head Teacher will be informed.
- The paraphernalia will be placed in a sharps box, located in Headteacher's office, using gloves and tweezers (Contact Streetscene).
- Environmental Services will be contacted to empty the box.
- Inform the School Community Police Officer.
- Incident report form will be completed.
- Educate the pupils about substance misuse and safety.

15. Equality

As an employer and provider of services, Ysgol Sant Dunawd will not unlawfully discriminate on grounds of age, disability, gender, gender reassignment, race or ethnicity, religion or belief, sexual orientation, marriage or civil partnership, pregnancy and maternity or on the grounds of Welsh language.



All pupils, their parents and guardians, volunteers, staff and school governors are valued and will be treated with dignity and respect. The school will not tolerate any form of discrimination, harassment or victimisation.

We will work across our school community to ensure our commitment to equality and fairness is shared and take steps to ensure that our school is accessible, welcoming and inclusive.

16. Implementation

The Headteacher and Governing Body have ultimate responsibility for the implementation of the Substance Misuse Policy and management of incidents or disciplinary procedures.

At Ysgol Sant Dunawd, the member of staff with responsibility for Substance Misuse is the Headteacher.

The school Governors will review this policy in line with the review policy timetable. Governors may also be involved in disciplinary proceedings as and when required. The school will act in accordance with relevant legislation, including the Misuse of Drugs Act 1971.

The Governing Body will nominate one governor to take specific responsibility for Substance Misuse (Health and Safety Governor).

17. Monitoring and Evaluation

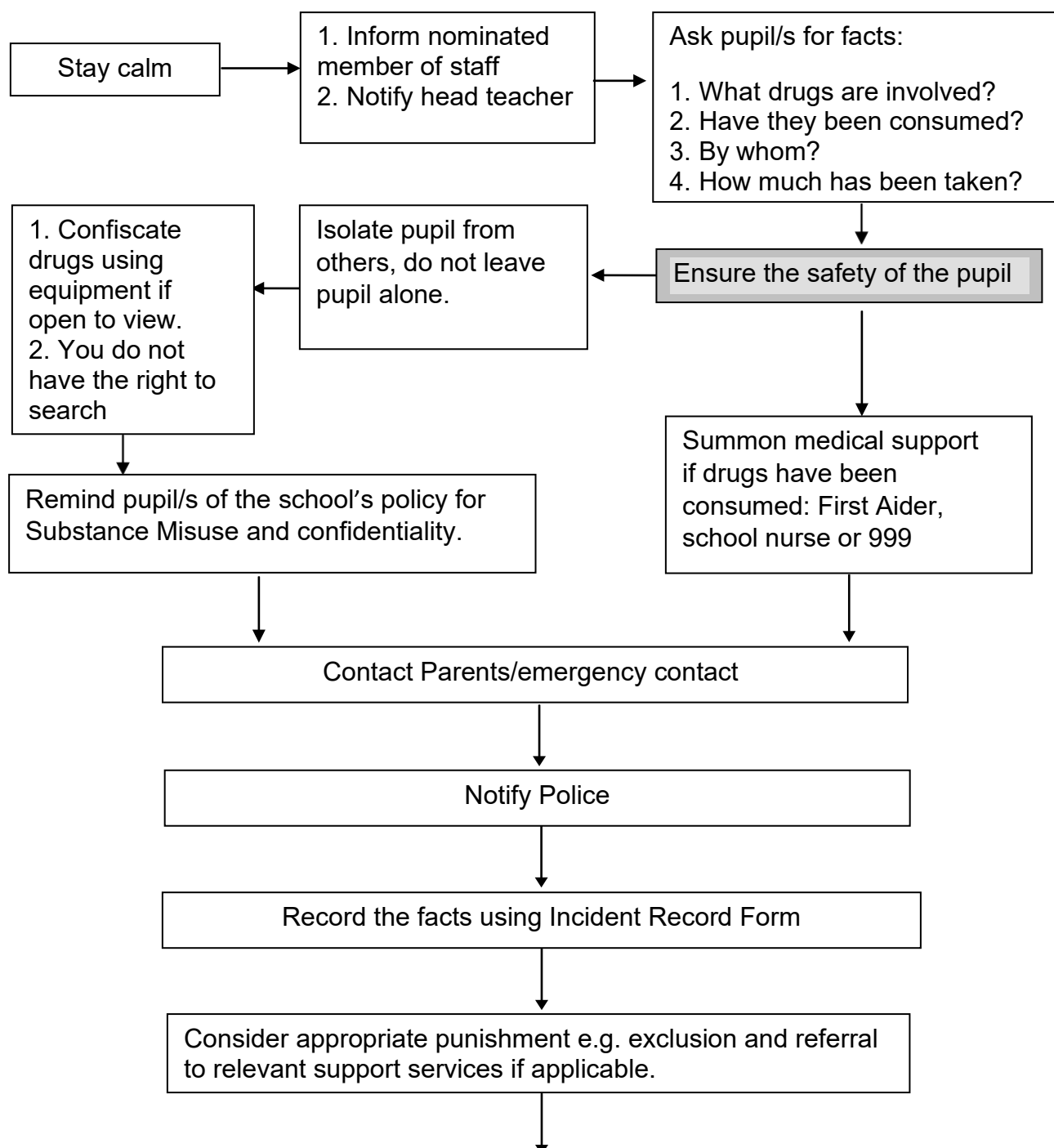
- Opportunities will be provided which will enable pupils to participate and evaluate what they have learnt according to their age, needs and ability.
- Role of School Council.
- Progress will be monitored at regular intervals by SMT and Governors and specific issues will be discussed at staff meetings as appropriate

This policy will be reviewed in accordance with the School Development Plan.



Appendix 1

Procedure for managing a substance related incident involving Pupils

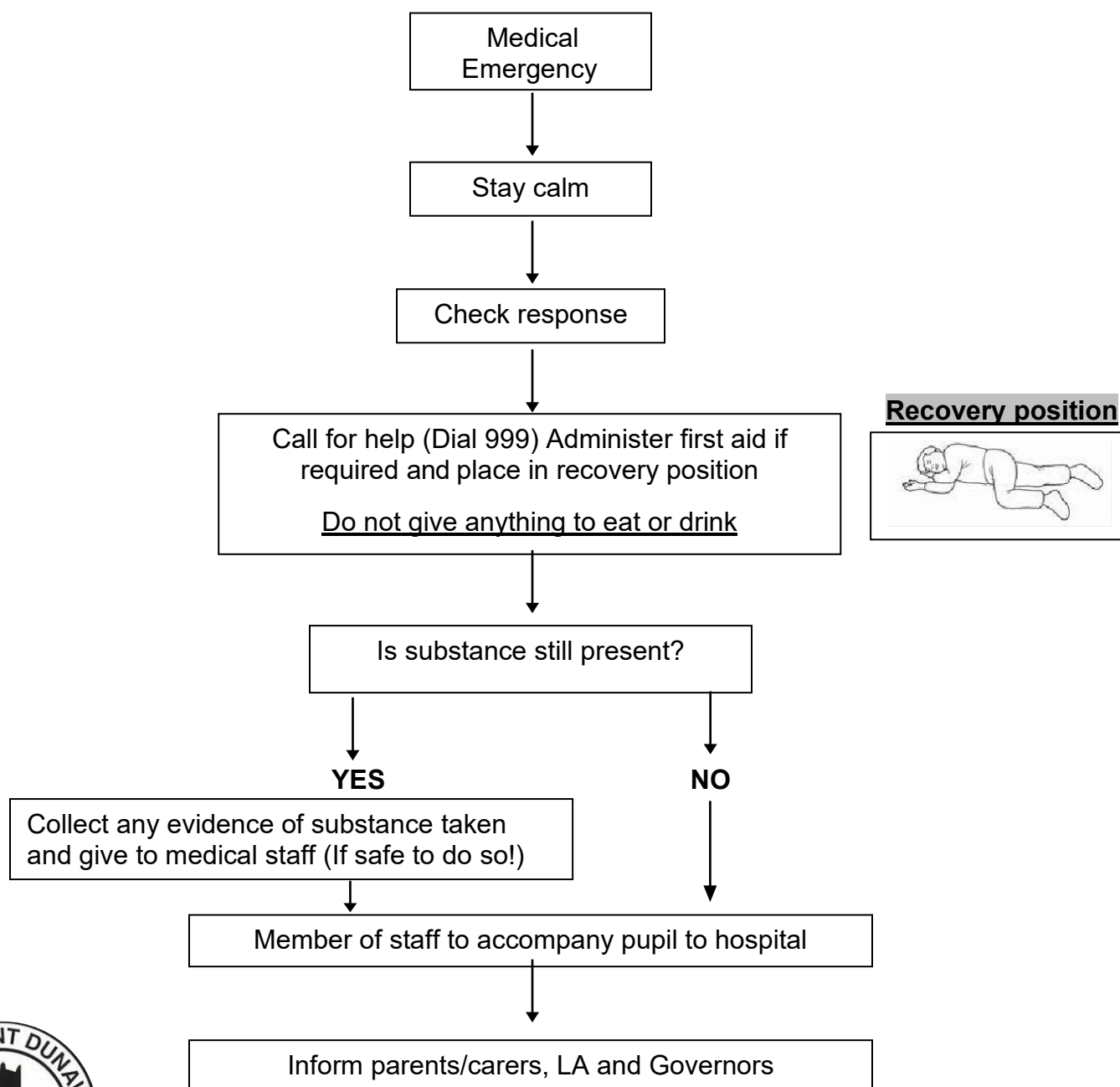


Appendix 2

Suggested response procedure: Medical Emergencies

This procedure covers both legal substances and illegal substances.

If someone has lost consciousness or gone into a coma after using substances, first aid must take precedence over any other actions. Acute intoxication, unconsciousness and semi- unconsciousness should all be regarded as **Medical Emergencies**. If in doubt, always treat as a medical emergency.



Appendix 3

Incident Record Form

School:

Date & time of incident:	Date & time reported:	Reported by:

Pupils involved	Dates of birth	Home contact no	Parent/guardian

Description of incident:		
Immediate Action taken	By Whom?	Date & time



Appendix 4

Interview Record Form

School:

Date & time of incident:	Interviewed by:	Others present:

Pupils involved	Dates of birth	Home contact no	Parent/guardian

Home Address:
Summary of incident and action already taken:

Immediate Action taken	By Whom?	Date & time

