



Unit 19, Avenue B, Nottingham, NG1 1DU

## **Fast Forward**

### **Drugs Smoking & Vaping Policy**

FAST FORWARD is an DJ & Music Studies provision who caters for up to 70 students aged 11-18 years who attend on a different ratio of days a week. We cover NCC and Nottinghamshire schools/partnerships. The students exhibit a variety of complex educational, social, emotional and mental health difficulties, which have impeded personal developmental and educational success.

Some of the students have stated diagnoses. Some of our learners have visited a variety of Alternative Provisions or Schools prior to attending FAST FORWARD. They can arrive at FAST FORWARD very disengaged with education and home life.

#### **Introduction:**

For the purposes of this policy the term drugs includes alcohol, nicotine, tobacco, illegal drugs, medicines, new psychoactive substances ('legal highs') and volatile substances, unless otherwise specified.

Fast Forward is committed to creating a conducive learning environment within which all young people have access to the highest quality of education which enables them to develop and achieve to the best of their ability. With this in mind there can be no place for drugs or smoking of any kind on the premises and staff will take all necessary action to ensure the wider FAST FORWARD community is safe and also that learning is not negatively impacted.

It is however also recognised that learners face many challenges as they grow up and therefore need to be properly equipped to deal with the challenges drugs present. This policy outlines FAST FORWARD's approach and a range of interventions which are designed to send out a clear message that drugs will not be tolerated, whilst also creating a supportive environment within which young people can proactively discuss their drug related concerns as well as being able to access pastoral and specialist support.

At Fast Forward, we have an effective system of student support and a carefully structured induction/programme within the provision and if encouraged to promote and express through their music and DJ skills. And take a Zero Tolerance to Drugs.

External support may include the use of the Police and their Passive Drug Dog, under the Section 23 Misuse of Drugs Act 1971. If an incident is seen fit. External Drugs Education will be resourced for learners to access as part of their curriculum.

Any issues that arise during the operational phase are entirely the responsibility of the provision except where it is suspected the law has been broken in respect of 'possession with intent to supply'.

Despite the approaches described above, there is still likely to be some students who experiment and use drugs. To manage such situations, we have developed clear policies and procedures. Our aim is to develop a consistent approach to dealing with and managing drug misuse at FAST FORWARD. The overriding aim is to ensure the well-being of all our students. Instances of possession, purchase, use of, supply of drugs on the premises will therefore be regarded with the utmost seriousness.



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The approaches and guidelines undertaken by FAST FORWARD those outlined under the Department for Education and LEA. Schools will be contacted and advise FAST FORWARD how to manage the situation further. Contact to home and other bodies will be done.

### **Whole Provision Approach**

A range of information will be made available to young people –via student support, leaflets/ posters and relevant awareness weeks. Young people are supported and encouraged to talk about drugs so that appropriate services e.g. talk to Frank/young minds.

It is recognised that some young people may be at greater risk of drug use and these risk factors are clearly understood by all staff. Relevant up to date information and training will be provided to all staff, with more specific training provided for key members of the Student Support Team. Parents will be able to access relevant information about the FAST FORWARD's approach to drug use through communications with Staff at FAST FORWARD.

### **1. Aims:**

- 1.1 Ensure the well-being of all our students
- 1.2 Prevent the incidents of drug misuse affecting learning or leading to personal problems.
- 1.3 Encourage students to refrain from drug misuse and if at risk, to seek appropriate support.
- 1.4 Understand vulnerability factors and provide early support to those students most at risk.
- 1.1 Ensure staff have access to training and resources so that they are equipped to recognise the signs of substance use and respond appropriately.
- 1.2 Parents are aware of the FAST FORWARD approach and are involved where appropriate.

### **2. Procedures for staff to follow in response to any drugs related incident:**

2.1 Ascertain on the balance of probabilities whether the student is in any immediate danger or under the influence of any substance (controlled or prescribed medications). If they are, seek medical help following FAST FORWARD procedures. If in any doubt speak to a first aider for medical advice. Or if serious 111 Advice Team.

2.2 If a student has made a disclosure to you about their, or another student's involvement with drugs, contact the Director and Safeguarding Officer in the first instance.

2.3 If you have discovered a student or group of students with an illegal substance or with an unknown substance on the provision site, inform a senior member of staff immediately.

2.4 Action to be taken by a senior member of staff: Remove and confiscate the substance from the student concerned, preferably in the presence of another member of staff. Where students are suspected of concealing drugs on their person or amongst their possessions, every effort should be first made to secure the voluntary production of any substances, for example, by asking them to turn out their pockets or to empty their school bag or locker.

If the student refuses it will be explained to them that a search will be undertaken without their consent if necessary, and it would be better if their consent was given. These powers will be used in accordance with DfE guidance on Searching, Screening and Confiscation. This search will not require pupils to remove any clothing other than outer clothing.

Any substance or items seized will be entered into the FAST FORWARD-Police Drugs Seizure Book. Staff need to ensure that the substance is either disposed of safely (if appropriate), NOT by



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themselves and DO NOT carry to the Police Station or stored appropriately in a secure location before handing it to the Police.

2.5 The Director will work with the Education team/specific tutors to investigate the incident fully. All statements must be written by the member of staff or the student under the direction of the staff interviewing. All statements should be taken as close to the timing of the incident as possible. This is in line with other incidents that are covered under our Behaviour for Learning Policy.

2.6 When an investigation has been undertaken and the balance of probabilities decided, a meeting will take place between the staff investigating and the Director to determine the appropriate outcome.

2.7 In the event of an exclusion being deemed appropriate, a senior member of staff will contact parents. Parents will be directed to the Drugs Policy that can be sent to them and will be given signposting in respect of support services available from partner agencies.

**3. Dealing with drug related incidents:**

3.1 Any student involved in an incident of drug misuse in FAST FORWARD will be dealt with immediately. However, there are specific sanctions and support procedures that will be used as a starting point for any drugs related incidents. The procedures that will be followed are detailed below:

Type of Misconduct	Minimum Response
<p>A</p> <p>Smoking tobacco products or vaping (using e-cigarettes) on the way to and from the provision, including our transport and public service vehicles (where transport passes are issued or fares purchased)</p>	<p>The student will be spoken to by a senior member of staff and letter/phone call will be sent home/to the school with support offered if deemed necessary.</p>
<p>B</p> <p>Smoking or vaping (using e-cigarettes) on the premises or being found in the presence of those smoking</p>	<p>For the first occasion a student will be detained, a phone call/a letter will be sent home with support offered.</p> <p>On a second occasion they may be sent home. External bodies contacted, Further instructions taken from the schools/parents/carers if persists.</p> <p>On the third occasion commissioners will be contacted and a suspension will be put in place.</p> <p>A reintegration meeting will then take place to re-engage the student and follow our guidelines.</p>



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C	Possession of alcohol Distribution of alcohol Drinking (Consumption) of alcohol Solvent abuse (inc glue/nitrous oxide) Substance abuse (inc legal highs/poppers) Incorrect use of controlled/prescribed medicines Possession of Class B or C drugs	Sent home and a fixed term exclusion.
D	Possession of Class A drugs Supplying of Class A, B or C drugs	Fixed Term Exclusion with Permanent exclusion being at the discretion of the Director and School Partnerships. LEA.  Police Contacted.

3.2 Any health and safety issues are of primary consideration.

3.3 All aspects of the incident are investigated before deciding on any course of action. This may involve taking statements from the students/staff and may also mean removing the student(s) from the scene or from the provision whilst the investigation takes place.

3.4 Parents/carers, the police and other external agencies and partnerships will be notified as appropriate. Where it is deemed appropriate internal support would be offered and in some cases external services accessed.

#### 4. For Guidance: Warning signs of possible misuse

4.1 Some signs of drug abuse can be confused with signs of other problems of quite innocent behaviour. Therefore, it is important that all staff (teaching and non-teaching) should take extreme care about not jumping to a conclusion, which might be inappropriate.

However, in order to support staff in their identification of possible drug mixtures amongst students, we have grouped signs into three categories. If a member of staff has any concerns they should liaise with the Director and gain further training.



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#### 4.2 Equipment that may be used for drug use:

- Containers made from silver foil perhaps discoloured by heat
- Small bottles or pillboxes
- Stash cans – disguised as everyday objects e.g. deodorants or coke cans
- Twists of paper
- Straws
- Syringes or needles
- Empty solvent containers
- Cigarette lighters
- Drinks cans with extra holes and signs of scorching
- Spoons discoloured by heat
- Sugar lumps
- Spent matches
- Plastic bags or butane gas containers
- Stamps, stickers, transfers
- Grinders

#### 4.3 Physical symptoms/signs of drug use:

- Sudden changes in mood/behaviour, unusual outbreaks of temper
- Disregard for physical appearance
- Loss of appetite or increase in consumption of set foods
- Use of deodorant to cover smell of drugs or solvents
- Drowsiness, sleepiness or slurred speech
- Unusual small, stained or marks on clothing or body or around the mouth and nose
- Marked interest in glue or solvent based products
- Soreness or redness around the eyes or mouth
- Flushed face or neck
- Dilated pupils
- Small groups meeting in secretive places
- Unsteady on feet
- Staining on hands

#### 4.4 Social Presentation:

- Keeping away from other students
- Being the subject of rumour about drugs
- Use of drug slang
- Excessive spending or borrowing of money
- Unexplained loss of money or belongings from home
- Perpetual stealing of money or goods that are then sold
- Changes in attendance patterns
- Reluctance to participate in school activities
- Loss of interest in a sport or a hobby
- Sudden changes in friendship group
- Performance at school shows a marked decline
- Strangers on or around the school premises



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**Staff Development**

All staff will receive regular training in drug awareness and with drug related incidents.

**Sources of further information:**

FRANK - <http://www.talktofrank.com>

Young Minds - <https://www.youngminds.org.uk>

Drug Sense UK - <http://drugsenseuk.co.uk/home.php>

External Organisations related to Drugs Advice and Education to visit FAST FORWARD.

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Approved by Director Steve Lee

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Policy reviewed in line with Government Changes and FAST FORWARD will be updated via QA reviews, internal inspections and advisories.