Policy: Drug, Alcohol and Smoking Policy
Date: October 2026

This policy is informed by the following legislation:

- UN Convention of the Rights of the Child
- The Children Act 1989
- The Children Act 2004
- The Medicines Act 1968
- The Misuse of Drugs Act 1971
- Control of Substances Hazardous to Health Regulations (COSHH)

Date created:	Sept 2022 to be reviewed annually
Responsible:	Full Governing Board
Reviewed:	Sept 2023, Sept 2024, Sept 2025
Date to be reviewed:	Sept 2026 unless otherwise required due to new legislation

1. Aims

- To protect the physical, psychological and emotional well-being of all children using the school site, their families, and staff.
- To protect children and staff wherever possible from second hand smoke.
- To provide a clear message to all parents/carers, staff, volunteers and visitors using the school site about our policies on smoking, illegal drugs and alcohol.
- To provide appropriate support to any child thought to be at risk. • To follow the law around smoking, illegal drugs and alcohol.
- To set out clearly our policies surrounding the use and storage of legal and prescribed medicines.

2. Definition:

A drug is defined as 'a substance that people take to change the way they feel, think, or behave'. (United Nations Office on Drugs and Crime) This policy will encompass all drugs under this definition;

- Alcohol
- Tobacco
- Over the counter medicines e.g. paracetamol, cough medicine
- Prescribed medicines
- Volatile substances e.g. aerosols, butane, petrol
- Electronic/ Vaping cigarettes

3. Smoking

Since July 2007, it has been illegal to smoke in any enclosed or substantially enclosed public place or vehicle that is open to the public.

In line with this law, smoking is forbidden anywhere within the St. Bernadette's School site. For the sake of clarity, the St. Bernadette's School Site [the school] is defined as anywhere with the school boundary which includes St. Bernadette's Primary School, playgrounds, playing field, staff carpark, school gate areas etc., St. Bernadette's School and St. Bernadette's Nursery and all buildings and sheds on the school site.

- We will display approved Smoke-Free No Smoking signs clearly on the entrances to the school, and throughout the buildings.
- Anyone who attempts to smoke on the premises will be asked politely to take leave the site. In the event of someone becoming aggressive or abusive we will call the Police. Staff should not enter into any confrontation that may put their personal safety at risk
- Any staff members who smoke are required to leave the site when doing so and should not wear clothing that identifies them as a member of staff. Arrangements for staff smoking breaks should be agreed with your line manager. Smoking breaks should be taken as part of official breaks and not as additional breaks.
- All visitors, contractors and delivery staff to the school site are required to abide by this policy.

Smoking & Home Visits

- When visiting families homes staff are entitled to request that parents and other persons present at the time of the visit refrain from smoking for the duration of the visit.

4. Illegal Drugs and Alcohol:

- Illegal drugs are forbidden anywhere on the school site. This applies to all children and families using the setting, all staff and student/placement volunteers. It also applies to all parents/carers, staff and volunteers taking part in off-site activities organised by the school.
- Alcohol should not be consumed on the school site other than on a preapproved basis.

- Staff members, parents and carers should not bring alcohol onto the school site other than on a pre-approved basis.
- Any staff member, who appears to be under the influence of alcohol, illegal drugs, or legal drugs which prevent them from fulfilling their duties, will be asked to leave the premises immediately. Where necessary, disciplinary procedures will begin. If there are serious concerns about a staff member's use of drugs or alcohol outside of the working hours, we will review the impact of this on their ability to fulfil their duties.
- Use or supply of illegal drugs or solvents on the school site will be treated with the utmost seriousness. Where illegal substances are discovered, we will inform the Police.
- A parent /carer supervising a child while under the influence of drugs or alcohol: Where parents/carers appear to be under the influence of alcohol or drugs that will impair their ability to care for their child, we may call the police and or Milton Keynes Children's Social Services. We will do our best to persuade the parent/carer to keep their child on the premises (if suitable care is available) or to find an alternative appropriate adult from the child's school records to come and escort them home and provide care. If the parent/carer insist on leaving and we are concerned about the family's welfare or another carer can't be sought, we will call the Police and Children's Social Services, and seek a consultation with a duty social worker as outlined in our Child Protection Policy.
- If there are concerns about the impact of a parent/carer's substance misuse upon the child outside of the school site we will follow our Child Protection Policy.

5. Legal and Prescribed Drugs:

- Any medicinal drugs belonging to school staff should be kept in a secure place, away from children's reach.
- Refer to the school's Frist Aid and Medical Conditions Policies with reference to the administering of medications to pupils

6. Training

School leaders will:

- Keep themselves up to date with relevant legislation and research.
- Access advice and expertise from outside agencies as necessary.
- Ensure that all staff, students, volunteers are made as aware of the policies during their staff induction and have relevant in-service training if required.
- Keep a record of staff training.

7. Complaints

If any parent feels we are not dealing with an issue in a fair way, complaints may be made following the procedures in our Complaints and Suggestions Policy.

8. Policy Review

This policy is reviewed by the school's Governing Board annually.