LORETO ANTI-DRUGS POLICY

Last Review:	October 2025
Approved by Governors:	October 2025
Next Review:	October 2027

Vision

Loreto College is centred in God, rooted in Christ and animated by the spirit of Mary Ward, the founder of the Institute of the Blessed Virgin Mary. Our vision is that it will be an educational community where each person has the experience of being loved and valued as a sacred individual created by a loving God; a community where students enjoy an enriching and liberating education that helps them grow into the fullness of life and empowers them to be men and women of courage who are alive to the needs of humanity and committed to making a better world.

Introduction

The College aims to be an educational community which gives expression to the core values of Mary Ward - freedom, justice, sincerity, truth, joy, excellence and internationality.

Loreto College has the highest expectations of personal, academic and professional excellence. This document sets out the College's policy and guidance on the procedures it will follow in the event that a drug related issue arises. Whilst acting at all times with justice, compassion and respect for the dignity and worth of staff and students, the college will be mindful of its core values, legal responsibilities and duty of care to all members of the college community.

Preamble

This drugs policy embodies Loreto's commitment to the welfare of its students as laid down in its Mission Statement. The purpose of this policy is to protect students from the misuse of illegal substances (recognising that alcohol is also a drug which can be misused) and thereby ensuring their physical, mental and spiritual well- being. It is therefore recognised that a drug is any substance, taken into the body, which alters the way the mindor body functions. Where this document refers to 'drugs' this includes alcohol, tobacco, illegal drugs, medicines,new psychoactive substances ("legal highs") and volatile substances, unless otherwise specified.

The aims of the policy are therefore:

- To recognise that the college is committed to providing a programme of drugs education which will enable students to appreciate the dangers of abuse.

- To inform staff and students of the procedure which will be employed in the case of:
    a. A student who is ill after taking drugs.
    b. A student found in possession of drugs/ drug paraphernalia or substances which could be considered to be/ Mistakenfor 'drugs'.
    c. A student who is under the influence of drugs.

This policy should be read in conjunction with the policies and procedures for Linked Policies/Procedures:

Code of Respect
Safeguarding and Child Protection Policy
Student Behaviour Policy

EDUCATION ON DRUG USE

This will be specifically dealt with in tutorial as part of the Tutorial programme. It is recognised that at times further information could be given as part of assemblies or as part of a curriculum area

SUPPORT AND ADVICE

The college will give support and advice on drugs related issues, but it must be recognised that full confidentiality is not possible and should not be offered by a member of staff. The following support is offered within the college:

- The Personal Tutor
- The Head of Hall
- The Chaplain
- The Student Counsellors
- The Well-Being Officers
- The Designated Safeguarding Lead and Safeguarding Officer

Further support information regarding outside organisations is available on myLoreto, the college website, safeguarding postcards and the Student Services SharePoint.

Loreto College will work with students and external agencies to support students affected by drug misuse**,** supporting referrals as appropriate, (including parental drug or alcohol problems).

DISCOVERY OF A STUDENT FOUND IN POSSESSION OF DRUGS

The college has a clear line of discipline on this issue which is explained to students when they first enter Loreto.

Authorised staff have a statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that the student may have a prohibited item, including drugs/ drug paraphernalia.

Students will be permanently excluded if found in possession, supply or under the influence, of illegal or non-medically prescribed drugs on college premises or on any activity associated with the college. This additionally includes any substance which could be considered to be/ Mistaken for 'drugs', for example unidentified tablets or powders, or prescription drugs which do not belong to the student themselves. Students may not bring onto college grounds any non-prescription drugs related paraphernalia e.g. weighing scales, syringes etc.

Students may be permanently excluded if found in possession, or under the influence of alcohol.

In a situation where a student is believed to be in possession of drugs:-

- The Heads of Hall Team should be contacted, via headsofhall@loreto.ac.uk.
- Any substances/drug paraphernalia found will be confiscated and checked later.
- The Head of Hall will contact parents/carers and inform them of the situation.
- The student will be sent/accompanied home with a letter of explanation.
- A 'Search letter' will be sent home.
- Disciplinary procedures will be followed.

MANAGING INCIDENTS

In a situation where a student is believed to have consumed drugs:-

- The Heads of Hall Team should be contacted, via headsofhall@loreto.ac.uk.
- Any substances found will be confiscated and checked later.
- The Head of Hall will contact parents/carers and inform them of the situation.
- The student will be sent/accompanied home with a letter of explanation.
- A 'Search letter' will be sent home.
- Disciplinary procedures will be followed.

In the situation where a student is believed to be adversely or acutely affected by drugs, the individual should:

- Call a trained first aider.
- If necessary, call for professional medical help.
- The Heads of Hall Team should be contacted, via headsofhall@loreto.ac.uk.
- Confiscate any substances found so that they can be checked later.
- The Head of Hall will contact parents/carers and inform them of the situation.
- Disciplinary procedures will be followed when appropriate to do so.
- A 'Search letter' will be sent home, if appropriate.

A senior member of staff or Designated Safeguarding Lead may liaise with Police in drug-related incidents wherethere are concerns about criminal activity.

PRESCRIBED MEDICINE

Some students may require medicines that have been prescribed for their medical condition during the college day. The college uses a Medication Administration Record Sheet to manage the administration of medication and secure medical grade storage (including fridge) is available.

Pathways students who are required to take medication during the college day are accompanied by a member of staff to the First Aid Room (FAR), where they take their medication under the supervision of the First Aid Officer or a suitably qualified Education Support Assistant.

Mainstream students can self-medicate in the FAR or on campus, if appropriate e.g asthma students with inhalers, anaphylactic students with Epipens and inhalers.

Students on strong painkillers are requested to attend the FAR to administer their medication whenever possible. No opiates such as tramadol, oral morphine or any morphine based medication should be brought onto campus. Students are made aware of these restrictions by the Senior First Aid coordinator when completing medical forms, in follow up to enrolment.

Students can request First Aid support to attend them in administering their medication, if required.

The First Aid room works closely to advise students and their families regarding the storage and administration of their medication whilst on campus.

Parents/carers are contracted and updated if college medication is provided to a student e.g emergency inhaler.

No paracetamol or ibuprofen will be given to students.