

# Drugs and Alcohol Policy

<b>Policy type:</b>	<b>Local</b>
<b>Approved by:</b>	<b>AQC (Matt Smith, Assistant Principal – Pastoral)</b>
<b>Effective from:</b>	<b>November 2025</b>
<b>Revision date:</b>	<b>November 2026</b>

## Definition of Terms

A drug is any substance, taken into the body, which alters the way in which the mind or body functions.

This policy refers to the use of drugs, alcohol, tobacco and other substances, both legal and illegal, when used for the purpose of intoxication, recreation or general misuse. 'Illegal drugs' refers to any substance included under the provision of the current Misuse of Drugs Act. Where the document refers to drugs, this includes alcohol, tobacco, illegal drugs, medicines, novel psychoactive substances and volatile substances, unless otherwise specified.

This policy covers all learners and any incidents or evidence relating to a drugs issue will be assessed by a member of the safeguarding team to determine the right course of action. This means that a learner who is over 18 should be responded to and referred to in the same way as a learner who is under 18 by members of staff.

This policy relates to all College premises and settings, such as work placements and other College-related activities, such as trips and visits.

## Policy Aims and Objectives

In keeping with the approach to drugs awareness and education in the broader community, at national and local levels, the College is committed to ensuring that drug issues are addressed through the tutorial programme, the promotion of local drugs and alcohol support services, and the prevention and efficient management of misuse.

The College believes that the misuse of drugs is detrimental to the health and well-being of an individual and will impact on their ability to be a successful student.

The College is committed to:

- educating the students about the impact on them and those around them of substance misuse;
- helping students to make informed decisions in their own lives;
- offering support and advice to those who seek it;
- dealing with criminal activity appropriately and responding to activity that is in breach of the College's Code of Conduct.

To fulfil these aims the College will develop and implement procedures to:

- promote awareness, via the Tutorial Programme and Student Services, of the effects of substance misuse and the longer term harm caused by alcohol and tobacco use;
- identify instances or individuals where there are grounds for concern relating to substance misuse and initiate actions to keep them safe or impose disciplinary measures;
- work closely with the local police services;
- facilitate effective partnership working with local and national health organisations.

## **Responding to Drug-Related Incidents**

Drugs, drugs paraphernalia and alcohol must not be brought into college. Students must not come onto the college site under the influence of these substances. This is made clear in the student Code of Conduct. A student whose behaviour is impaired by drugs or alcohol or is in possession of drugs or drugs paraphernalia or alcohol will be immediately referred to the Assistant Principal Pastoral who will take appropriate action.

The only exception to this rule concerns smoking and vaping, on which we have a separate policy and a dedicated smoking area. For more information see the no-smoking policy on the website.

In practice the misuse of drugs, drugs paraphernalia and alcohol will be dealt with by the Assistant Principal Pastoral under the College Code of Conduct. Where any member of staff has reason to believe that a student may have committed a criminal offence in which the College has an interest, the College reserves the right to refer the matter to the police. If the College has a reasonable belief that a student is in possession of drugs, the police will be informed. We do not have to inform parents or guardians, although we would usually do so. Any searching or confiscation of substances, whether they are known to be or suspected to be illegal, should only be carried out by a senior member of staff. All incidents will be centrally recorded by the Designated Safeguarding Lead.

There may be occasions when the student's alcohol or substance misuse, or the alcohol or substance misuse of parents and care givers, raises safeguarding concerns. In these cases the College's Safeguarding Policy and Child Protection Policy and Procedures will need to be followed.

## Education, Support and Advice

Drugs Education via the tutorial programme will reinforce the educational emphasis on knowledge, awareness and skill development. It will challenge prevalent social norms relating to drugs, alcohol or tobacco and their use. It will provide information about the dangers of drug and alcohol misuse and it will inform students about the current law around illegal substances.

The College is committed to giving support and advice on ANY drug or alcohol related issue and students are actively encouraged to approach their tutor or the Health and Wellbeing Coordinator for advice and guidance.

A range of support services exist both within College and in the wider community. The College will make details of these services readily available to all students and staff.

These include:

### In College

**The Health and Wellbeing Coordinator** – Kirsten Halvorsen

**The College Counselling Service** - confidential support from trained counsellors. Available every day.

### Outside College

<b>Adfam National</b> Supporting Families affected by drugs and alcohol	<b>0845 388 3853</b>	<a href="https://adfam.org.uk/?scriybrkr=e78453b2">https://adfam.org.uk/?scriybrkr=e78453b2</a>
<b>Alcoholics Anonymous</b>	023 80223198 24 hour information line	<a href="http://www.alcoholics-anonymous.org.uk">www.alcoholics-anonymous.org.uk</a>
<b>Catch 22</b> A national charity that works with young people aged 18 and under in the Basingstoke area.	0845 459 9405 Freephone 0800 5999591 (mobile charges may apply) Text 07797 805 821 (just text your name and the word 'help' and they will reply)	<a href="http://www.catch-22.org.uk">www.catch-22.org.uk</a>
<b>National Association For Children of Alcoholics (NACOA)</b>	0800 3583456	<a href="mailto:helpline@nacoa.org.uk">helpline@nacoa.org.uk</a> <a href="http://www.nacoa.org.uk">www.nacoa.org.uk</a>
<b>National Drugs Helpline</b>	0800 776600	
<b>Options Fee paying Drugs and Alcohol Service</b> - Over 18's	01256 843203	<a href="http://www.optionscounselling.co.uk">www.optionscounselling.co.uk</a>
<b>Samaritans</b>	01256 462333	<a href="http://www.samaritans.org">www.samaritans.org</a>

<b>Talk to Frank</b> Speak to Frank 24/7 or go online for confidential advice. Everything you may want to know about drugs and alcohol plus what to do if you are worried about a friend.	0800 776600 text 82111	<a href="http://www.talktofrank.com">www.talktofrank.com</a>
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For Over 18s HOMER (Hampshire Operational Model for Effective Recovery) is available on:

01256 796990

Alexandra Terrace  
Alexandra Road  
Aldershot GU11 3HU

[www.hartaccessstoAdvice.org.uk](http://www.hartaccessstoAdvice.org.uk)

The centre is open at the following times:

Monday – Friday 9.00 – 17.00  
Tuesdays 9.00 – 19.00  
Saturday 10 – 4pm

Access to the service can either be through self-referral, through other referring agencies (such as GP's and pharmacies) or via the telephone. By dropping in at any time you are able to access a staff member, peer mentor or volunteer.

NB: At all times, legal regulations must be observed. The possession and supply of illegal drugs is a criminal offence.