

**Drug, Alcohol and Tobacco Polic****y**

**XXXX school/college**

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| **(school/college logo)** |  |

**Drug, Alcohol and Tobacco policy**

Date of document: xxx 2022

Date for review: xxx

Lead reviewer: xxx

Approval by: xxx Governing body

**Enter school/college name here**

**Contents**

* Introduction
* School/college ethos
* Confidentiality
* Drug, Alcohol and Tobacco Education
* Referring and Signposting
* Drug, Alcohol and Tobacco Related Incident Procedure
* Staff Roles and Responsibilities

**Introduction**

This policy outlines policy of **enter school/college name here** for:

* Drug and Alcohol Education
* Handling of drug and alcohol related incidents
* Smoking Education
* Handling of smoking related incidents

Drug, alcohol and tobacco misuse pose a significant risk to a young person’s physical and psychological health and development

This policy is designed to ensure that a young person receives the help that they may need from specialist services, and to understand what the drivers of their drug and/or alcohol use may be.

**At enter school/college name here we aim to:**

* **ensure that our approach to drugs, alcohol and tobacco is a whole school/college one, designed as part of our commitment to, and concern for, the health and wellbeing of our whole school community.**
* **ensure that the approaches and processes that we follow for drug, alcohol and tobacco related incidents are clear for all pupils, staff, parents/carers and the wider community.**
* **manage drugs, alcohol and tobacco in a way which enables pupils to access educational opportunities in a safe environment, which ensures the health and safety of individuals and community.**
* **ensure a whole school/college approach to smoking in order to protect all members of the school community from the harms of second-hand smoke and to prevent the uptake of and reduce the prevalence of smoking across the school community.**
* **Be mindful of the evidence that exclusion of a pupil increases their vulnerability, increasing exposure to exploitative and coercive relationships, often increasing their risk around substance use, smoking and sexual behaviour.**

Drugs and Alcohol

The use of legal and illegal drugs by young people is associated with immediate and long- term risks to their health and wellbeing, which vary with the type of drug taken. There is evidence to suggest that young people who use recreational drugs run the risk of damage to mental health including suicide, depression and disruptive behaviour disorders.

For some young people using drugs or alcohol is a type of “self -medication” to relieve stress or distressing thoughts or to block emotional trauma, this is particularly the case for those young people that face additional complexities[[1]](#footnote-1).

Amongst 10 to 15 year olds, an increased likelihood of drug use is linked to a range of adverse experiences and behaviour, including truancy, exclusion from school, homelessness, time in care, and serious or frequent offending[[2]](#footnote-2). One of the strongest predictors of the severity of a young people’s drug and alcohol misuse problem is the age at which they start using substances[[3]](#footnote-3).

The Chief Medical Officer recommends that the healthiest and best option is for children who do drink alcohol not to start until at least 15 years of age[[4]](#footnote-4).

The [most recent treatment data](https://www.gov.uk/government/collections/alcohol-and-drug-misuse-and-treatment-statistics) indicates that cannabis and alcohol are the most common substances that young people are seeking help with. However young people also come to treatment services using a range of substances including ecstasy (MDMA), new psychoactive substances and cocaine.

Smoking

The younger the age of uptake of smoking, the greater the harm is likely to be, as early uptake is associated with subsequent heavier smoking, higher levels of dependency, a lower chance of quitting, and higher mortality[[5]](#footnote-5).

Smoking remains the single largest cause of preventable deaths and one of the largest causes of health inequalities in England. There are still 7.3 million adult smokers and more than 200 people a day die from smoking related illness which could have been prevented[[6]](#footnote-6).

Child and adolescent smoking causes serious risks to respiratory health both in the short and long term. Children and young people who smoke are 2 to 6 times more susceptible to coughs and increased phlegm, wheeziness and shortness of breath than those who do not smoke. Smoking impairs lung growth and initiates premature lung function decline which may lead to an increased risk of chronic obstructive lung disease later in life. The earlier children become regular smokers and persist in the habit as adults, the greater the risk of developing lung cancer or heart disease5.

There are several reasons why children and young people start smoking; it may be for fun, or out of curiosity, but one of the more common reasons is **peer pressure** from friends or classmates who want them to try smoking as acceptance into a group. Children and young people can use smoking to cope with stress, as do some adults. There is also a notable association between smoking and other substance use.

**School ethos**

This document describes our school/college approach to drugs, alcohol and tobacco education, prevention and resilience building, supporting positive health and well-being. This policy is intended as guidance for all staff including non-teaching staff and governors.

This policy should be read in conjunction with and complement the following school policies: [School to list associated policies]

Examples to assist, please amend as appropriate:

* Safeguarding
* PSHE
* Health Education
* Science
* Behaviour/discipline
* Anti-bullying
* Medicines
* Educational visits
* Equal opportunities
* Exclusion policy

Exclusion **should not be** the automatic response to a drug, alcohol or smoking incident and permanent exclusion should only be used in serious cases. More detail on excluding pupils can be found in the [DfE Exclusion Guidance.](https://www.gov.uk/government/publications/school-exclusion) School exclusions may make a pupil more vulnerable to criminal exploitation, including recruitment into county lines activity. [[7]](#footnote-7),[[8]](#footnote-8),[[9]](#footnote-9)

Concerns relating to Child Exploitation must be taken seriously – please see Appendix F for guidance on identifying and responding to child exploitation.

**Confidentiality**

The welfare of children and young people will always be central to school/college policy and practice. All pupils need to feel able to talk in confidence to a member of staff about drug or alcohol related problems. However, in line with safeguarding procedures, staff will not be able to promise complete confidentiality and information about a child in relation to drugs or alcohol, and will follow the same procedure as for other sensitive information.

**Smoking**

Children under the age of 16 can consent to their own treatment if they're believed to have enough intelligence, competence and understanding to fully appreciate what’s involved in their treatment. This is known as Gillick competent.

Otherwise, someone with parental responsibility can consent for them.

This could be:

* the child's mother or father
* the child's legally appointed guardian
* a person with a residence order concerning the child
* a local authority designated to care for the child
* a local authority or person with an emergency protection order for the child.[[10]](#footnote-10)

**Drug, Alcohol and Tobacco Education**

Drug, alcohol and tobacco education contributes to children’s health and safety; it is part of a broad and balanced curriculum. An understanding of drugs, alcohol and tobacco enables pupils to make informed decisions and forms part of the school’s duties under safeguarding (Keeping Children Safe in Education).

The [National Drug Strategy 2017](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/628148/Drug_strategy_2017.PDF) highlights the key role of schools and particularly PSHE in helping children and young people develop confidence and resilience, key protective factors in effective prevention.

The [Tobacco Control Plan for England](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/630217/Towards_a_Smoke_free_Generation_-_A_Tobacco_Control_Plan_for_England_2017-2022__2_.pdf) aims to discourage young people from smoking by reducing prevalence of regular smokers under the age of 15 to 3% by the end of 2022.

The Relationships Education, Relationships and Sex Education and Health Education (England) Regulations 2019, made under sections 34 and 35 of the Children and Social Work Act 2017, make Relationships Education compulsory for all pupils receiving primary education and Relationships and Sex Education (RSE) compulsory for all pupils receiving secondary education, and Health Education compulsory for all school-aged children and young people.

The table below outlines the drug and alcohol requirements detailed in[;](https://www.gov.uk/government/publications/relationships-education-relationships-and-sex-education-rse-and-health-education) *[Education, Relationships and Sex Education (RSE) and Health Education; Statutory guidance for governing bodies, proprietors, head teachers, principals, senior leadership teams, teachers.](https://www.gov.uk/government/publications/relationships-education-relationships-and-sex-education-rse-and-health-education)*

|  |  |
| --- | --- |
| Summary of requirements (Drugs, alcohol and tobacco) | |
| **Primary** | **Secondary** |
| By the end of primary, pupils should know:   * the facts about legal and illegal harmful substances and associated risks, including smoking, alcohol use and drug-taking. | By the end of secondary, pupils should know:   * the facts about legal and illegal drugs and their associated risks, including the link between drug use, and the associated risks, including the link to serious mental health conditions. * the law relating to the supply and possession of illegal substances. * the physical and psychological risks associated with alcohol consumption and what constitutes low risk alcohol consumption in adulthood. * the physical and psychological consequences of addiction, including alcohol dependency. * awareness of the dangers of drugs which are prescribed but still present serious health risks. * the facts about the harms from smoking tobacco (particularly the link to lung cancer), the benefits of quitting and how to access support to do so. |

**Drugs, Alcohol and Tobacco Education at enter school/college name here aims to:**

* **Enable pupils to make informed healthy and safe choices by increasing their knowledge, challenge their understanding and develop their skills.**
* **Support pupils to develop positive self-esteem and resilience in order to help them assert themselves, respond to pressure, assess risks and seek help, support and advice to keep them and others safe from harm.**
* **Provide accurate, factual and up to date information about substances and the dangers of smoking**

Our PSHE and Health Education programme is planned and taught in line with national curriculum guidance, DFE guidance, Ofsted requirements and evidence based high quality resources.

Our PSHE and Health Education addresses keeping safe, healthy relationships and understanding the world around you as part of a planned, progressive and age-appropriate curriculum. It focuses on factors such as raising educational achievement, training and employment, promoting positive health and wellbeing, positive relationships and meaningful activities.

Evidence shows that drug education programmes and approaches that solely rely upon scare tactics, knowledge only approaches, and mass media campaigns are not effective.

In addition, the PSHE Association advises caution about the use of ‘drop-down days’ if used in isolation and not as part of a planned, and more comprehensive PSHE programme.

Social and educational outcomes for young people are likely to be better if they attend school regularly. Young people who are unable to access education at school because they have been excluded for the use of alcohol or using illegal drugs are more likely to develop problematic use. Good management of drugs and alcohol in schools is therefore closely aligned with ensuring educational attainment and achievement for all, and with robust safeguarding. Young people who don’t attend lessons or who have been excluded from school are more likely to smoke regularly compared to those who had never truanted or been excluded.

**Referring and Signposting**

**School/college name** **is mindful that some pupils will require targeted support. Bedfordshire Young People Substance Misuse Service, provided by Aquarius, supports 5 to 19-year olds impacted by substance misuse whether this is their own use, or if they are affected by someone else’s.**

If we have any concerns over an individual young person’s drug and/or alcohol use, or if the young person is an affected other, being affected by someone else’s drug and alcohol use, with the young person’s consent and involvement, a referral to Aquarius will be completed (see appendix B). Aquarius offer 1 to 1 psychosocial support, family sessions and group work. The young person can choose to access brief intervention (1-3 sessions) looking at the risks of the specific drug(s) and/or alcohol, or they can access more long-term support looking at their social, emotional, and physical wellbeing (up to 12 sessions). This may also be completed alongside other appropriate referrals for example Safeguarding within the Local Authority (front door), School Nurse, or to the local Child and Adolescent Mental Health Service (CAMHS).

Details of additional locally available targeted support, around wider vulnerability as well as drug and alcohol support are detailed in the Contact information for schools for key Health and Wellbeing Commissioned Services/In House Services for Bedford Borough (appendix H).

The Stop Smoking Service supports young people to quit tobacco and can provide further information around tobacco use.

If we have any concerns over an individual young person’s tobacco use, with the young person’s consent and involvement, a referral to The Stop Smoking Service will be completed (see appendix C) where they will be offered 1 to 1 support to quit smoking, family members are welcome to attend.

We are committed to sustaining a good level of professional curiosity and submitting a Multi-Agency Information Submission Form (Appendix D, E) where appropriate as sharing information in this way may help other organisations with key investigations and safeguarding issues.

**Drug/ Alcohol and Tobacco Related Incident Procedure**

**Key Procedural Issues**

* Always inform the Head Teacher/designated safeguarding lead
* For safeguarding issues, refer to the school/college Safeguarding Policy
* Record ALL incidents (appendix A). Disposal of illegal substances must be witnessed. Police can dispose of drugs for a setting

**School/College Boundaries**

• The school/college boundary is………… (school/college to complete).

• The school day is …… a.m. to …… p.m. (school/college to complete).

• If a drug, alcohol or smoking related incident takes place in the immediate vicinity of the school/college, near the start or end of the school/college day, at an after-school/college club or at an evening school/college event, it will be dealt with at the discretion of the Head Teacher/Principal or other designated member of the senior management team.

• Drug, alcohol or smoking related incidents occurring during school/college day trips or residential trips will be dealt with as if they had occurred within the school/college boundaries.

Health and safety of the child/young person should always be the principal concern when responding to all incidents.

A senior member of staff who is responsible for the school/college policy should liaise with the police and agree a shared approach to dealing with drug-related incidents. This approach should be updated as part of a regular review of the policy.

If a pupil is suspected of being under the influence of drugs or alcohol on school/college premises, the school/college will prioritise the safety of the young person and those around them.

If necessary, it should be dealt with as a medical emergency, administering first aid and summoning appropriate support. Depending on the circumstances, parents/carers or the police may need to be contacted. If the child/young person is felt to be at risk, the Safeguarding Policy will come into effect.

**Staff roles and responsibilities**

|  |  |
| --- | --- |
| The Governing Body is responsible for: | * Authorising the Drug, Alcohol and Tobacco Education policy and any subsequent reviews of the policy and ensuring that the terms and ethos of this policy are followed. * Reviewing the policy every 3 years. * Monitoring the number and nature of drug, alcohol or tobacco related incidents * The outcomes, including any disciplinary action. |
| The Head Teacher/Principal is responsible for: | * Ensuring that the terms and ethos of this policy are followed. * Appointing a Senior Management Team to implement the policy and ensure a planned drug and alcohol education curriculum is delivered in line with recognised good practice. * Ensuring that staff are provided with the required training and guidance to deliver effective drug education and respond to drug and alcohol related incidents. * Ensuring that pupils are aware of the rules on drugs, alcohol and tobacco, and the consequences. * Ensuring that clear procedures for drugs, alcohol and tobacco incidents with appropriate sanctions consistent with the school/college Behaviour, Exclusion and Safeguarding policies are in place. * Liaising with external agencies and organisations. |
| The Personal Social Health Education Lead is responsible for: | * Reviewing and updating the Policy and Scheme of Work in the context of the PSHE programme in light of research and local and national data. * Monitoring the effectiveness and quality of the planned and delivered curriculum for PSHE, including Drug, Alcohol and Tobacco Education * Providing leadership and training for staff. * Auditing and monitoring resources for effective teaching and learning. * Producing an annual PSHE report for school/college governors, to include recommendations and the identification of opportunities and threats to good practice. |

**Appendix A, School Record of Incident Involving Unauthorised Drugs or Alcohol**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School/College Record of Incident Involving Unauthorised Drugs or Alcohol** | | | | |
| **Tick to indicate the category, tick more than one if applicable:** | | | | |
| Drug, alcohol, tobacco or paraphernalia found ON school/college premises |  | Pupil disclosure of drug, alcohol or tobacco use | |  |
| Emergency/Intoxication |  | Disclosure of parent/carer drug or alcohol misuse | |  |
| Pupil in possession of unauthorised drugs, alcohol or tobacco |  | Parent/carer expresses concern | |  |
| Pupil supplying unauthorised drug, alcohol or tobacco on school/college premises |  | Incident occurring OFF school/college premises | |  |
|  | | | | |
| Name of pupil: | | Name of school/college: | | |
| Pupils’ form: | | Date of incident: | | |
| Age of pupil: | | Time of incident: | | |
| Ethnicity of pupil | | Indicate if second or subsequent incident involving the same pupil | | |
|  | | | | |
| First Aid given? YES NO | | | | |
| First Aid given by: | | | | |
| Ambulance/Doctor called? YES NO | | | | |
| Called by: | | | Time: | |
|  | | | | |
| Drug/ and or alcohol or tobacco involved (if known)  (e.g. Alcohol, paracetamol, Ecstasy): | | | | |
| Drug, alcohol or tobacco found/removed? YES NO | | | | |
| Where was the drug, alcohol or tobacco found/seized | | | | |
| Name and signature of witness:  Name: Signature: | | | | |
| Disposal arranged with (Police/Parents/Other): Time: | | | | |
| If Police, incident reference number: | | | | |
|  | | | | |
| Brief description of incident (including any physical symptoms): | | | | |
| Was parent/carer informed YES NO | | | | |
| Is yes name of parent/carer:  Informed by: At time | | | | |
| Other action taken: (referral to drug and alcohol support services, Stop Smoking Service, agencies involved, educational psychologist report requested, case conference called, pupils/staff informed, LA/GP/Police consulted) | | | | |
| Completed by:  Contact details:  Date:  Name of any other staff members involved in incident:  Contact details: | | | | |

**Appendix B, Aquarius referral form**

|  |  |
| --- | --- |
| Once completed please return to: | |
| Young People’s Team Bedfordshire | [**YPBedfordshire@aquarius.org.uk**](mailto:YPBedfordshire@aquarius.org.uk)  **(Please password protect the document before emailing and send password in separate email)** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PLEASE COMPLETE ALL SECTIONS AS THOROUGHLY AS POSSIBLE TO AVOID DELAYS IN CASE ALLOCATION** | | | | | | | |
| **CONSENT** | | | | | | | |
| We will **not** accept any referral without explicit consent from the young person.  Before completing this referral form, please ensure you have spoken to the young person, explained the service, shared our leaflet where possible, (electronic copies are available on request), and gained **explicit consent** around the sharing of information and receiving support. Aquarius is a voluntary service.  .  If the young person refuses to consent to a referral and there is a clear need for Aquarius advice and support, please do not hesitate to contact the service as we can provide you with advice and guidance around supporting their needs. | | | | | | | |
| *By completing this referral I confirm that I have spoken to the young person, they have agreed to receiving support, and they have consented to their information being shared* | | | | | | | Date Consented |
|  |
| **CLIENT DETAILS** | | | | | | | |
| **Name** |  | | | | | | |
| **Address** | **Postcode** | | | | | | |
| **Telephone:** |  | | **Mobile Tel. Number:** | | | | |
| **Email address:** |  | | | | | | |
| **Date of Birth** |  | | **Age:** | **Gender** 🞏 Male🞏 Female 🞏 Other | | | |
| **Nationality** |  | | **Ethnic Origin:** | | **Country of Birth:** | | |
| **If the YP is aged between 5 and 13s old and being referred because of someone else’s drug or alcohol use please complete the below:** | | | | | | | |
| **Parent/Carer name:** |  | | | | | | |
| **Parent/Carer address** |  | | | | | | |
| **Parent/Carer Tel. Number** |  | | | | | | |
| **Is the parent/carer aware of the referral?** | | | 🞏 Yes 🞏 No | | | | |
| **Is it safe to complete home visits?** | | | 🞏 Yes 🞏 No 🞏 Not Known | | | | |
| **DETAILS OF REFERRER** | | | | | | | |
| **Name** |  | | | | | | |
| **Organisation** |  | | **Relationship:** | | | | |
| **Address** | **Postcode** | | | | | | |
| **Telephone** |  | | **Mobile Number:** | | | | |
| **Email Address** |  | | | | | | |
| **How did you hear of service?** |  | | | | | | |
| **Details of Young Person Continued** | | | | | | | |
| **Registered Disabled** | 🞏 Yes 🞏 No | **Primary Impairment:** | | | | | |
| **GP Details:** |  | | | | | | |
| **How would the Young Person like to be contacted?** | | | 🞏 Letter  🞏 Home Tel.  🞏 Mobile | | | 🞏 Referrer  🞏 School / Education  🞏 Parent / Carer | |
| **Can Aquarius leave messages on their:** | | | 🞏 Home phone  🞏 Mobile phone | | | 🞏 Send text messages  🞏 Send letters | |
| **Best time to contact YP** | | |  | | | | |
| **Which school does the Young Person attend?** | | |  | | | | |
| **Where / When would the Young Person like to meet?** | | |  | | | | |
| **DETAILS OF CONCERNS** | | | | | | | |
| **Is the YP being referred for:** | | | 🞏 Own Drug / Alcohol use (FOCAL CLIENT)  🞏 Parental/Sibling drug/alcohol use (AFFECTED OTHER) | | | | |
|  | | | | | | | |
| **Please tick Exploitation risk and other known risk indicators:** | | | | | | | |
| 🞏 Links with older peer group 🞏 History of abuse 🞏 Engaging in sex for money/drugs  🞏 Missing/staying out 🞏 Risk taking behaviour 🞏 Challenging Behaviour  🞏 Previous or Current LAC 🞏 Peers engaged in exploitation 🞏 Offending behaviour | | | | | | | |
| **Reason For Referral**  **(including current drug use and concerns, what led to referral, whether it is open to Early help or Social Care, mental or physical health concerns)** | | | | | | | |
|  | | | | | | | |
| **OTHER AGENCIES INVOLVED** | | | | | | | |
| 1. **Name of Professional** |  | | | | | | |
| **Service** | **Contact Tel. Number:** | | | | | | |
| **E-mail address** |  | | | | | | |
| 1. **Name of Professional** |  | | | | | | |
| **Service** | **Contact Tel. Number:** | | | | | | |
| **E-mail address** |  | | | | | | |
| 1. **Name of Professional** |  | | | | | | |
| **Service** | **Contact Tel. Number:** | | | | | | |
| **E-mail address** |  | | | | | | |

**Appendix C, Stop Smoking Service Referral Form**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Stop Smoking Service Young Person Referral Form** | | | | |
| **Please complete all fields of this form in block capitals.** | | | | |
| **Full Name** |  | | | |
| **Date of birth** | **\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_** | | | |
| **Gender** | **Male: □ Female: □** | | **Pregnant:** | **Yes □ No □** |
| **Address:**  **Email:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | |
| **Contact Number:** |  | | | **Comments:** |
| **Self-Referral** | **Yes □ No □**  (If yes, you do not need to complete the referring organisation box below) | | |
| **Referring organisation (Team Code – if applicable):**  **Referrer:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | |
| **Preferred method of contact?**  **Are your family aware that you smoke?**  **Could we contact your referrer if we cannot get hold of you?** | | **Phone □ Post □ Email □ Text□**  **Yes □ No □**  **Yes □ No □** | | |
| **Please return to: Central Bedfordshire Stop Smoking Service, Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ**  **Call us on freephone 0800 013 0553**  **Email:** **[bedsccg.stopsmokingservice@nhs.net](mailto:bedsccg.stopsmokingservice@nhs.net)** | | | | |

**Appendix D, Multi-agency information sharing form guidelines**

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**Appendix E, Multi-agency information sharing form**

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**Appendix F, Useful resources**

[Guidance for school leaders and staff on managing drugs and drug-related incidents](https://www.gov.uk/government/publications/drugs-advice-for-schools)  within schools and pastoral support for pupil has been produced by the government.

**Teacher workbook from the Alcohol Education Trust - key stages 3 and 4**

The Alcohol Education Trust has published its latest [teacher workbook (link opens in new window)](http://alcoholeducationtrust.org/teacher-area/download-teacher-workbook/), giving guidance on delaying alcohol consumption and reducing the risks by teaching resilience. The workbook is DfE approved and a PSHE quality assured resource. Ideal for those delivering alcohol education, it offers 'pick and mix' lesson plans, games and quizzes for effective and enjoyable alcohol awareness.

**Teacher newsletter from the Alcohol Education Trust**

The [Alcohol Education Trust (link opens in new window)](http://alcoholeducationtrust.org/) publishes teacher and parent newsletters.

* [alcoholeducationtrust.org (link opens in new window)](http://alcoholeducationtrust.org/)
* [talkaboutalcohol.com](http://www.talkaboutalcohol.com/)

**Teachers' area from the Alcohol Education Trust**

The [Alcohol Education Trust (link opens in new window)](https://alcoholeducationtrust.org/teacher-area/) provides educational materials and lesson plans, which are listed by subject to make lesson planning simple. There are different levels of resources for different age groups and abilities, together with short film clips and hand out sheets.

**New resources, checked by PSHE Association**

The PSHE Association has quality assured two drug and alcohol related resources from CWP resources:

[PSHE](https://www.pshe-association.org.uk/curriculum-and-resources/resources/teaching-drug-and-alcohol-education-confidence-0) provides a set of lessons for key stages 1 to 5, to support the teaching of a variety of issues within drug and alcohol education

The evidence based [Talk about alcohol (link opens in new window)](https://alcoholeducationtrust.org/teacher-area/download-teacher-workbook/) for secondary teachers from the Alcohol Education Trust (AET) focuses on enabling students to make informed choices about alcohol use and includes teacher notes, worksheets, discussion-based work and links to interactive games, quizzes and activities.

**Friendship & Social Group Focus**

Resources available from:

[Alcohol Education Trust](http://alcoholeducationtrust.org/teacher-area/): Produce the ‘[Talk About Alcohol’ Teacher Workbook](http://alcoholeducationtrust.org/teacher-area/download-teacher-workbook/)

**Experimentation & Personal Identity Focus**

Drug education in the context of relationships, managing emotions and peer norms

Building resilience, decision making skills and self-esteem resources available from:

[Rise Above](https://riseabove.org.uk/): Website created by young people for young people which aims to build emotional resilience, equipping individuals with the skills and knowledge they need to make informed decisions and help deal with the pressures of growing up.

**Violence & Harm reduction**

Bedfordshire Against Violence and Exploitation - <https://www.bavex.co.uk/>

Raising awareness and reporting of exploitation especially those linked to organised crime, including county lines and child sexual and/or criminal exploitation

Bedfordshire Violence & Exploitation Reduction Unit (VERU) - <https://bedsveru.org/>

**Appendix G: Responding to Incidents Involving Drugs**

Inform other staff, local authority and parent/carers if appropriate

If legal: alcohol, tobacco or medicines can be returned to parent/carer or the drug can be disposed of safely.

If illegal drug: notify the police **on 101** without delay, who will arrange for collection or disposal according to locally agreed protocols. There is no legal obligation to divulge a pupil’s name. Complete **multi-agency information sharing form (appendix E)**

Identify the needs of those involved, making a careful assessment of all the circumstances. Decide upon appropriate response – referral to **Drugs and Alcohol services, Stop Smoking Service (Appendix B and C)**, wider services should be made as best practice (with consent of the young person). Also consider curriculum need, pastoral or disciplinary. Provide parents and pupils with access to further sources of information/support.

**Record** all decisions and monitor the outcomes for the pupil and school community. Review effectiveness of policy and practice.

**Pupil in possession** of unauthorized drug, alcohol or tobacco

Drugs, alcohol, tobacco or paraphernalia **found on the school premises**

**Pupil supplying** an unauthorized drug, alcohol or tobacco

**Pupil under the influence** of a drug (including misuse of a medicine) or alcohol

**Illegitimate sale/supply** of drugs (legal or illegal), alcohol and tobacco in the school vicinity

**Disclosure of drug, alcohol or tobacco use:**

* Pupils own drug use
* Parent’s/carer’s drug use
* Parent’s/carer’s concern about their child’s drug use

**Medical emergency**

Call for medical help/ambulance

Follow first aid procedures until help arrives

**No medical emergency**

Keep pupil calm and under observation

If intoxicated, consider asking parent/carer to collect child

Ensure safety and well-being of other pupils e.g. onlookers

If suspected to be illegal, schools should decide whether to inform the police.

There is no legal obligation, but not to do so may be counter-productive. This includes the illegitimate sales of prescribed drugs (e.g. Ritalin).

If alcohol, tobacco or solvents, schools may wish to inform police or trading standards officer.

Offer further advice/information. Discuss referral on to Drugs and Alcohol Services or Stop Smoking Service. Complete referral if consent is given by the user. Appendix B and C

Consider whether drug, alcohol or tobacco use could indicate other problems requiring further action/support.

Consider issues of confidentiality

Remove drug alcohol, tobacco or paraphernalia. Temporarily store securely in a designated place. Record the details with a witness present. Complete Appendix A, School Record of Incident Involving Unauthorised Drugs or Alcohol

See appendix … School Record

Inform headteacher or designated member of staff, who will begin further investigation

Inform parent/carer if appropriate and does not place the child at risk

**Appendix H, Contact Information for Health and Wellbeing Services in Bedfordshire for Children, Young People, and Families (May 2021)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Service** | **Organisation** | **Website** | **Area Covered** | **Service Available** | **How to Make Contact** |
| **0-5 Health Visiting**  **5-19 School Nursing** | **Cambridgeshire Community Services (CCS)**  **NHS Trust** | [www.cambscommunityservices.nhs.uk/BedsSchoolNursingService](http://www.cambscommunityservices.nhs.uk/BedsSchoolNursingService)  [www.cambscommunityservices.nhs.uk/bedfordshire/services/health-visiting](http://www.cambscommunityservices.nhs.uk/bedfordshire/services/health-visiting)  [www.cambscommunityservices.nhs.uk/BedsBabyFriendlyTeam](http://www.cambscommunityservices.nhs.uk/BedsBabyFriendlyTeam) | **BBC**  **CBC** | School Nurses can support on a 1 to 1 basis - virtually or in school - where there is a need for talking therapy and guidance with issues of exam pressure, relationships and other health issues or conditions.  Health Visitors can support parents, and children under 5 years, with a wide range of health issues, such as support with parenting, maternal mental health support and infant feeding. | **0-19 team Single Point of Access** which can direct any enquires to the relevant Health Visiting or School Nursing team on any one day**: Tel. 0300 555 0606**  Also see website. |
| **Parentline** | **Cambridgeshire Community Services (CCS)**  **NHS Trust** | [www.cambscommunityservices.nhs.uk/bedfordshire-parentline](http://www.cambscommunityservices.nhs.uk/bedfordshire-parentline) | **BBC**  **CBC** | Parentline offers advice and support on a range of issues such as weaning, sleep and emotional health. Parents/carers can also find out how to access other local services. | Parentline: for parents and carers of those aged 0-19 (25 with SEND)  **TEXT: 07507 331886** |
| **ChatHealth** | **Cambridge Community Services**  **NHS Trust** | [www.cambscommunityservices.nhs.uk/bedfordshire-chathealth](http://www.cambscommunityservices.nhs.uk/bedfordshire-chathealth) | **BBC**  **CBC** | ChatHealth is a service for young people to confidentially ask for help about a range of issues or make an appointment with a school nurse. They can also find out how to access other local services including emotional support or sexual health services. | ChatHealth: for young people aged 11-19 (25 with SEND)  **TEXT 07520 616070** |
| **KOOTH** | **Xenzone** | [www.kooth.com](https://linkprotect.cudasvc.com/url?a=http%3a%2f%2fwww.kooth.com&c=E,1,ntUDOZyu7tRHAGYHu_ldmMGlXp7GO_CRze4QsTW6k5bU_i0bUs07jfuRO41z-FMzTqzLYHn2SdNInxrmKx4ZbjBLnLICVIBW7CFsct_NPd-CoYU1zjBG_bYS7Kk,&typo=1) | **BBC**  **CBC**  **LBC**  **MK** | Online counselling and emotional well-being service for children and young people aged 11-19. [Kooth.com](https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.kooth.com%2f&c=E,1,JVy0NTgXfKsTByYmJ-PJboGhgUkquVTJXSSp-fCye5VrpOhQ2HNoGFOIFASB7l7fAICqRd2HZfZyAevKmacmzb5cpZD-E8eGcwNdbsmF&typo=1) is a website children and young people can use to get advice, support and guidance for any problem, no matter how big or small. They can chat online to professional counsellors, read articles written by young people, join forums to receive peer-to-peer support, access self-help materials and keep a daily journal. | [www.kooth.com](https://linkprotect.cudasvc.com/url?a=http%3a%2f%2fwww.kooth.com&c=E,1,ntUDOZyu7tRHAGYHu_ldmMGlXp7GO_CRze4QsTW6k5bU_i0bUs07jfuRO41z-FMzTqzLYHn2SdNInxrmKx4ZbjBLnLICVIBW7CFsct_NPd-CoYU1zjBG_bYS7Kk,&typo=1) |
| **CAMHS**  **Mental Health services** | **East London Foundation Trust (ELFT)** | [www.elft.nhs.uk/service/201/CAMHS-Bedford-Borough](http://www.elft.nhs.uk/service/201/CAMHS-Bedford-Borough) | **BBC**  **CBC** | The Child and Adolescent Mental Health Service (CAMHS) provides outpatient assessments, support and treatment for children and young people up to the age of 18 experiencing moderate to severe mental health problems. The service works to provide them with a greater knowledge of their condition and improve coping techniques. | [elft.spoebedfordshire@nhs.net](mailto:elft.spoebedfordshire@nhs.net)  **Tel: 01234 893301** |
| **Service** | **Organisation** | **Website** | **Area Covered** | **Service Available** | **How to Make Contact** |
| **Mental Health & Emotional Wellbeing Service for Children and Young People** | **CHUMS** | [www.chums.uk.com/](http://www.chums.uk.com/) | **BBC**  **CBC** | Mental health and wellbeing services for children, young people, and families. Please see website for the types of services available. | **Tel. 01525 863924**  Also see website. |
| **Adult Mental Health services** | **East London Foundation Trust (ELFT)** | [www.elft.nhs.uk/service/329/Bedfordshire-Mental-Health-and-Wellbeing-Service](http://www.elft.nhs.uk/service/329/Bedfordshire-Mental-Health-and-Wellbeing-Service) | **BBC**  **CBC** | Bedfordshire Mental Health and Wellbeing Service provides mental health services across Bedford Borough and Central Bedfordshire. | **Tel.** [**01234 310589**](tel:01234310589)  Also see website. |
| **Early Help**  **Bedford Borough** | **Bedford Borough** | [www.bedford.gov.uk/social-care-health-and-community/children-young-people/help-for-families/early-help/](http://www.bedford.gov.uk/social-care-health-and-community/children-young-people/help-for-families/early-help/) | **BBC** | Early help is about acting early and as soon as possibleto tackle problems emerging for children, young people, and their families.  Early help means providing support as soon as possible to help families cope with difficulties and working together with other services to prevent bigger problems emerging.  Support can come from a range of services and organisations, for parents, children, and young people of any age. Our aim is to provide the right action at the right time with the right support. | **Email:** [earlyhelp@bedford.gov.uk](mailto:earlyhelp@bedford.gov.uk)  **Tel.** [**0800 023 2057**](tel:0800-0232057)  Also see website. |
| **Early Help**  **Central Bedfordshire** | **Central Bedfordshire** | [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk) | **CBC** | Central Bedfordshire Early Help services | **Tel. 0300 300 8585**  **(Office hours)**  **Tel. 0300 300 8123**  **(Out of office hours)**  Also see website. |
| **Service** | **Organisation** | **Website** | **Area Covered** | **Service Available** | **How to Make Contact** |
| **Integrated Front Door (Formerly**  **MASH)**  **Bedford Borough** | **MASH BBC** | <https://localoffer.bedford.gov.uk/kb5/bedford/directory/service.page?id=KhuF2dS2z58> | **BBC** | The Integrated Front Door acts as the first point of contact for receiving all early help assessments and safeguarding concerns or enquiries. | **Tel. 01234 718700**  **(Office hours)**  **Tel. 0300 300 8123**  **(Out of office hours)**  **Email:**  multiagency@bedford.gov.uk |
| Access & Referral Hub  MASH  Central Bedfordshire | MASH CBC | [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk) | **CBC** | Safeguarding services | **Tel. 0300 300 8585**  **(Office Hours)**  **Tel. 0300 300 8123**  **(Out of office hours)**  **Email:** [AccessReferral@centralbedfordshire.gov.uk](mailto:AccessReferral@centralbedfordshire.gov.uk)  Also see website. |
| **Local Offer** | **Bedford Borough** | <https://localoffer.bedford.gov.uk> | **BBC** | Up-to-date information about what is going on in the area and details on how to access services, organisations, and activities.  Information is also provided on childcare settings, childminders and early help support for all families. | [Local.offer@bedford.gov.uk](mailto:Local.offer@bedford.gov.uk) |
| **Local Offer** | **Central Bedfordshire** | <https://www.centralbedfordshire.gov.uk/info/15/special_educational_needs_and_disability_-_local_offer> | **CBC** | Information on SEND updates, live events and organisations that offer advice and support in the local SEND Directory. | See website. |
| **CSE support for young people** | **Link to Change** | [www.linktochange.org.uk/community/link-to-change-13541/home](http://www.linktochange.org.uk/community/link-to-change-13541/home) | **BBC** | Providing wellbeing and resilience support to children and young people aged 12-26 years old in changing the cycle of exploitation. | **Tel. 01480 474974**  Also see website. |
| **Building Resilience Programme** | **4YP** | [www.4ypuk.com](http://www.4ypuk.com) | **CBC** | Building Resilience Workshops – ‘Bend don’t Break’. A resilience programme delivered in school over 10 weeks with 12 months follow up support to build on a range of skills including: problem solving, awareness of strengths and qualities, resourcefulness, setting and achieving goals, managing emotions, taking control of your future. | For more information please contact the lead youth worker, Wendy Millgate (07780 448599 or [wendymillgate@4ypuk.com](mailto:wendymillgate@4ypuk.com)) |
| **Service** | **Organisation** | **Website** | **Area Covered** | **Service Available** | **How to Make Contact** |
| **Children’s Community Specialist Health Services** | **Cambridgeshire Community Services (CCS)**  **NHS Trust** | [www.cambscommunityservices.nhs.uk/bedfordshire](http://www.cambscommunityservices.nhs.uk/bedfordshire) | **BBC**  **CBC** | Please see website | See website link. |
| **Counselling Service for young people** | **Bedford Open Door** | [www.bedfordopendoor.org.uk](http://www.bedfordopendoor.org.uk) | **BBC** | Offering up to 12 weeks of free confidential face to face, telephone or online counselling for young people aged 13 -25 years living Bedford Borough or North Central Bedfordshire.  One off telephone Drop-In sessions available too – just call or text to organise a convenient time for the call.  Schools Counselling also available – contact for more information. | Young people can self-refer by  **Tel. 01234 360388**  **TEXT: 07922105200**  **Email:** [counselling@bedfordopendoor.org.uk](mailto:counselling@bedfordopendoor.org.uk)  Professionals can refer by calling the office, with permission from the young person. |
| **Counselling Service for young people** | **Sorted Counselling Service** | <http://sortedbedfordshire.org.uk/> | **CBC** | Offering free confidential counselling for young people aged 10 -25 years living South Central Bedfordshire.  Schools counselling also available – contact for more information. | **Tel. 01582 674442** |
| **Counselling Service for young people** | **Relate Talktime** | <https://www.relate.org.uk/find-my-nearest-relate/centre/bedfordshire-luton-relate-centre> | **BBC**  **CBC** | Live chat, telephone, and web cam counselling for young people. | **Tel 01234 356350**  **Email:** [appointments.bedsandluton@relate.org.uk](mailto:appointments.bedsandluton@relate.org.uk) |
| **Service** | **Organisation** | **Website** | **Area Covered** | **Service Available** | **How to Make Contact** |
| **Sexual Health-STI Testing, HIV , Contraception**  **and psychosexual counselling** | **iCaSH**  **Cambridgeshire Community Services (CCS)**  **NHS Trust** | [www.icash.nhs.uk](http://www.icash.nhs.uk) | **BBC**  **CBC** | iCaSH (integrated Contraception and Sexual Health) service﻿ provides all aspects of sexual and reproductive health, including contraception, sexually transmitted infection (STI) and HIV testing and treatment. iCaSH is available from easily accessible single locations | Self-referral:  **Tel. 0300 3003030**  Also see website:  [www.icash.nhs.uk](http://www.icash.nhs.uk) |
| **Oral Health Improvement** | **Cambridgeshire Community Services (CCS)** | <http://www.cambscommunityservices.nhs.uk/BedsOralHealth> | **BBC**  **CBC** | Please see website | **Email**: [ccs.oralhealthbeds@nhs.net](mailto:ccs.oralhealthbeds@nhs.net)  **Tel. 01525 631223** |
| **Weight Management Services** | **More Life** | [www.more-life.co.uk/](http://www.more-life.co.uk/) | **BBC**  **CBC** | MoreLife provide weight management programmes for adults, children, teenagers, and families that are designed to create long-lasting shifts in behaviour and give clients the tools and support they need to achieve their health goals. | **Tel. 0808 208 2340**  Also see website:  [bedford@more-life.co.uk](mailto:bedford@more-life.co.uk) |
| **Stop Smoking Service** | **Stop Smoking Service** | [www.smokefreebedfordshire.co.uk](http://www.smokefreebedfordshire.co.uk) | **BBC**  **CBC** | Specialist advisors offer free advice and support across Central Bedfordshire, Bedford Borough and Milton Keynes. | Self-referral:  **Tel. 0800 013 0553**  **Email:**  bedsccg.stopsmokingservice@nhs.net |
| **Drug and Alcohol Services for Young People** | **Aquarius**  **(Cambridgeshire Community Services)** | [www.aquarius.org.uk](http://www.aquarius.org.uk) | **BBC**  **CBC** | Specialist services for children and young people who use substances or gamble, and those who are affected by a parent’s or carer’s substance misuse. | **Tel. 0330 008 3925** to refer a young person, or to request a referral form.  Referrals also received via Early Help, Social Care referrals and MASH. |
| **Service** | **Organisation** | **Website** | **Area Covered** | **Service Available** | **How to Make Contact** |
| **Adult Drug & Alcohol Treatment Service** | **P2R**  **East London Foundation NHS Trust (ELFT)** | [www.elft.nhs.uk/service/299/Path-to-Recovery-P2R-Bedford-Borough](http://www.elft.nhs.uk/service/299/Path-to-Recovery-P2R-Bedford-Borough) | **BBC**  **CBC** | P2R provides drug and alcohol advice, treatment, and support to adults whose lives are affected, and support can include the whole family. An integrated service is provided with a range of expertise available in one place. | **Tel. 01234 352220**  Anyone can self-refer or ask their doctor or another professional to refer on their behalf. Referrals can also come professionals |
| **Support, advocacy, mentoring & advocacy service (SAMAS) for clients recovering from drug & alcohol problems** | **Community Led Initiatives (CLI)** | <http://www.communityled.org.uk/> | **BBC**  **CBC** | Through mentoring, group activities, community building and co-production SAMAS aim to remove barriers to community inclusion for people who are socially excluded and/or facing complex issues such as drug and alcohol misuse, homelessness, offending and mental ill-health. | **Tel. 01234 880 625**  **Email:** [Hello@communityled.org.uk](mailto:Hello@communityled.org.uk) |

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