

2. If a member of staff suspects a pupil has a banned item in his/her possession, they can instruct the pupil to turn out his or her pockets or bag and if the pupil refuses, the teacher should inform the Deputy Head to sanction further action.

SEARCHING WITHOUT CONSENT

The Headteacher or a member of Academy staff who is authorised by the Headteacher can search. But:

- a.** they must be the same sex as the pupil being searched; and
- b.** there must be a witness (also a staff member) and, if at all possible, they should be the same gender as the pupil being searched. For example, it is possible for a female teacher to witness a search of a male pupil where there is only one male member of staff in a school or taking part in a school trip.

If the young person refuses permission to be searched then the Academy has the right to bring in the police. The police should then be notified who will collect, store and dispose of the substance. The law does not require the Academy to divulge the name of the pupil to the police. Further action will be discussed and agreed.

Discovering that a person is dealing in suspicious substances

The process is the same as that outlined above for being in possession of a substance. If a pupil sees someone dealing in suspicious substances they should report it to a member of the senior leadership team.

Discovering that a person is intoxicated

If a person is found to be intoxicated, the Academy First Aid procedure will be put into effect. Parents will be contacted and pupils removed from school if appropriate.

Parental/Carers use of drugs

The Trust recognises that some of the young people may have parents or guardians who are substance users and misusers. If the Trust feels that a young person is at risk the usual safeguarding criteria will be applied. Opportunities will be provided for the young person to talk through concerns and be given appropriate support. Where a parent/carer is suspected of being under the influence of drugs on Trust premises you should inform the Deputy Head and Northumbria Police on 101. If appropriate, take possession of any suspicious substance and place it in a clear plastic bag (in the box file in the Academy Office) supplied by Northumbria Police. The bag should be then sealed with a numbered tag and placed in the safe to await collection by the police. The whole procedure should be witnessed. Under no circumstances should staff try to identify substances by sniffing or tasting them. The details should be recorded in the Substance Collection Log Book (in the box file in the Academy Office). A suitable witness should sign the log book. The police will collect, store and dispose of the substance. The member of staff (office) supp

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Person Responsible: Deputy Heads: Pastoral

Associated Policies: Behaviour Management
Health & Safety
Safeguarding