



SANDFORD INTERNATIONAL SCHOOL

Addis Ababa, Ethiopia

Sandford International School

Drugs Policy

NAME OF POLICY	Drugs Policy
APPROVED BY	Board of Sandford International School
DATE APPROVED	March 9 th 2023
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Contents

1. Introduction
2. Purpose of the policy
3. Co-ordination & dissemination of policy
4. Drugs education
5. Managing drugs and serious incidents leading to suspension or exclusion.

1. Introduction

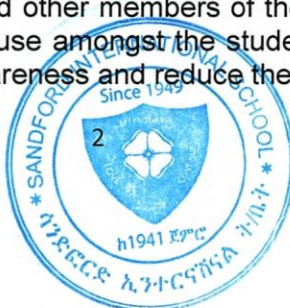
- 1.1 This policy covers the use and misuse, production and making, trafficking in, possessing, transporting, storing, brokering, purchasing, offering for sale, distributing, uttering, handing over or procuring for another of all psychoactive substances and drugs (**cannabis, heroin, amphetamines, cocaine, lysergic acid diethylamide (LSD), alcohol, nicotine**) by students. These also include prescription or over-the-counter-medicines (used for purposes other than those for which they were prescribed/intended).
- 1.2 The policy applies to all stakeholders who come onto the school campus. This includes:
 - Member of the Board of Governance
 - Parents/Guardians/Custodians
 - Students
 - Teachers
 - Any staff member employed by the school
 - Volunteers
 - Temporary recruits (e.g. daily labourers)
 - Service providers (temporary or permanent e.g. canteen staff)
- 1.3 The definition of a drug given by the United Nations Office on Drugs and Crime is: **'A substance people take to change the way they feel, think or behave'**

1.4 Sandford International School's Values

The school considers itself to be caring and supportive, valuing all individuals as equals. It aims to protect all members of its community from the consequences of drug, alcohol and substance misuse.

*Where appropriate, it will offer support and guidance to individual students at risk but will also adopt a **"zero tolerance"** approach to the possession, distribution, selling, smoking and/or consuming of drugs, tobacco and cigarettes by all stakeholders (listed above).*

Regular training for staff and other members of the Sandford family, will help to reduce the risks of drug abuse amongst the students. Involving parents in such initiatives will help raise awareness and reduce the risks to family members.



2. Purpose of the Policy

2.1 The purpose of the School's Drugs Policy is to:

- a. Clarify the school's approach to drugs for all staff, students, parents and the wider community
- b. Enable staff to manage any incidents that occur, with confidence and consistency and in the best interests of those involved
- c. Contribute to making a safe and supportive learning environment
- d. Ensure the school is fulfilling its safeguarding responsibilities by ensuring that students are protected from harm and that those for whom drugs are a concern, receive the appropriate care and support.

3. Co-ordination and Dissemination of Policy

The school accepts responsibility for its duty to:

- a) co-ordinate, oversee and implement the school's drugs policy
- b) **ensure** that school surroundings are **free** of drug use and drug exposure for students. The school is duty bound to protect students against illicit drug and alcohol challenges even where performed outside of school compound in so long as it is being performed within 500m radius of the school.
- c) **put in place** effective drug use preventive mechanisms including an assessment of vulnerability.
- d) **involve** students, parents/guardians, teachers, school staff in discussing student's behaviour and potential approaches that will address social, academic, and personal needs of the particular child including peer-led interventions
- e) **implement "early help" intervention plans**¹ that will inform parents/guardians of reasonable 'suspicion' of substance abuse by their child with a view to developing intervention/prevention plans **in time** for appropriate corrective measures. *Sandford parents are required to accept such requests made by the school in order to be part of the solution and facilitate the development and acute implementation of possible intervention plans.*
- f) **ensure** student confidentiality for at risk students and to make referrals to the school counsellor when vulnerabilities are evident (depression, bullying, substance abuse)
- g) **involve** students in the drug prevention efforts while also providing engaging creative extracurricular activities that for example, serves or benefits the community
- h) co-ordinate drugs education programmes
- i) provide in-house support (school counselor involvement) for students wishing

¹ This could involve presentation of fact-based report on individual student behavior in relation to substance abuse from either a Designated Safeguarding Lead, Designated Governor for Safeguarding or Safety and Security Management



to discuss concerns

- j) facilitate the monitoring and review of the drugs policy when deemed necessary and at least once a year
- k) raising the profile of drug awareness via posters and leaflets.

4. Drug Education

4.1 The school recognises its duty to promote students' wellbeing and is also required to promote students' spiritual, moral, social and cultural development. As part of this, the school has a responsibility to help students manage risk, reducing the likelihood they may be harmed by use of legal and illegal drugs.

4.2 The aims of the school's drugs education curriculum are to:

- a) Strategically (led by the school counselor) educate students of the risk and potential harm from drugs and substance abuse.
- b) Increase knowledge and understanding, clarifying misconceptions about the short and long- term effects of drugs, laws relating to drugs, the impact of drugs on families, communities, and personal behaviour, the prevalence and acceptability of drug use among peers, and the moral, social, and emotional issues surrounding drugs.
- c) Develop students' personal and social skills to make informed decisions to stay safe and healthy including finding information and advice and devising capacity building on social competence and refusal skill to say **NO TO DRUGS!**
- d) Enable students to explore their own and other peoples' attitudes towards drugs, drug use, and users.
- e) Staff, parents and other adults to be positive role models to students in their behaviours and attitudes to drugs and substance abuse.

4.3 The school will ensure that when students at Key Stage 3 learn about the effects and risks of drugs and the laws relating to drugs, they will learn the skills to recognise and **manage risk and to resist pressures**. They will develop the skills to make choices for a healthy lifestyle and learn about where to go for help and advice.

4.4 The school will ensure that, at Key Stage 4 & 5, students **build on their knowledge and learn more about the effects of drug misuse on academic achievement, family, friends, community and society** and that they gain greater understanding through clarifying their opinions and attitudes in discussions and debate and considering the consequences of their decisions.

4.5 Drug Education will be delivered via PSHE lessons and supported, where judged appropriate, by external drug educators.

4.6 **Inviting External Educators:** The School recognises that students often find visitors to school a useful and informative part of their learning, but equally we know that for visits to be successful there needs to be shared understanding about the nature and content of the session(s). As a result, the school will ensure the following measures are adhered to when using external educators to deliver



drugs education:

- a) negotiate content with the educator to take account of class needs and ensure relevance
- b) ensure that visitors have a clear understanding about the aims and objectives of the session and that they have seen and understood the school's drug education policy
- c) ensure that visitors have been briefed on any particular sensitivities that there may be in the student group – these may include identified drug issues by particular students or their families – as well as any broader needs within the group.
- d) be present at all times when an educator is in the class, and be ready to be an active participant in these sessions.
- e) follow up any unresolved issues and, whenever needed, extend the learning begun by the educator, in a subsequent lesson.
- f) be alert to any distress caused or concerns raised in the session and ensure that appropriate support is given.

5. Managing Drug Related Incidents

5.1 The school will operate a **zero-tolerance policy** towards the smoking of tobacco, cigarettes, and drug consumption, production and making, trafficking in, possessing, transporting, storing, brokering, purchasing, offering for sale, distributing, uttering, handing over or procuring for another on school premises. This will include students arriving under the influence of any intoxicating substances.

5.2 Suspected Intoxication

If a student is found to be, or suspected of being, **under the influence of drugs or alcohol** the Head of School will be notified immediately and the student will be kept isolated under the supervision of a teacher and security officer. Families will be directly informed to come to the school and observe the situation of their child.

5.3 Suspected Possession of Alcohol or Drugs

If a member of staff suspects that **a student is in possession of alcohol or drugs**, he/she will inform the Head of School. The Head of School will ask the security team to conduct bag and personal search as per the school policy.

5.4 Suspected Supplying, Consumption and Possession of Drugs

If a student is found with a quantity of drugs that arouses suspicion of supplying, consuming and possession of drugs which may be given or sold to others, the police will be informed

5.5 Staff Members responsibility to report

All staff and members of SIS community have the duty to report the drug



related conducts as defined under 1.1 and 5.1. Any staff member who intentionally fails to report such conducts will face administrative measure that may include immediate termination.

5.6 Disciplinary actions

- a) Where there is reason to 'suspect' involvement in drug use, the school could opt to implement informal and school-based **Mentoring Program** as measure to help students with their personal, academic, and social development. This could be manifested in the form of pairing of students with teachers, fellow or x-Sandford students, or community members.
- b) if the disciplinary measure is suspension, it is expected the child will receive support during that time, and an evaluation by school counsellor through informal check-ins. Upon student's return a presentation of certificate of treatment or medical examination will be required.
- c) The minimum number of school days a child would be suspended from school would be five, but it should not exceed 15. If a child is suspended from school, work must be sent home, collected and marked.

5.7 Sandford International School - exclusion

If a student is caught or accused of:

- a) selling, buying, consuming or in possession of drugs (committing the crimes defined under 1.1 and 5.1)

the Head of School will commission an investigation involving staff members including the Head of Safety and Security and a DSL. It may also include other appropriate adults employed at the school.

The investigation will include:

- a) student interviews (written statements and minutes of questioning);
- b) review of personal electronic messages through phones or laptops;
- c) assessment of surveillance camera;
- d) witness statements;
- e) safe recording and storing of exhibits found in possession of a student. This may include a laboratory test.

No adult will interview a child alone and parents will be asked and encouraged to be present during any interviews although their non-attendance will not result in the interview taking place. Parents must respect the school staff and not interrupt when their child is being interviewed.

Protection of Informants

The school shall safeguard and provide full protection to students, teachers and other staff who report the possession, trafficking, illegal use of drugs, alcohol tobacco or cigarettes within or outside of the SIS compound



Policy Statement

If a student is caught committing those acts defined under 1.1 and the parents refuse to accept this policy and/or participate in an investigation, the school management will be forced to hand over the case to the local authorities for appropriate legal actions required by the school under the law.

Committing those acts as defined under 1.1 shall be considered as one-off incidents that may lead to permanent exclusion.

Amnesty from exclusion

If a child is involved in selling, buying, consuming and possessing drugs but self discloses to the school counsellor, DSL or appropriate adult before being caught, the school will consider this a cry for help and not exclude. Instead help will be given so that the issue can be addressed.

The Right to Appeal

Any stakeholder (Parent/Guardian/Teacher...etc.) challenging against the decision made as per the rules enlisted in this policy may have the right to appeal to the school Board.

Appeals should be submitted to the Chair of the Board.

An appeal committee of the Board will hear the case in the presence of the Head of School, Investigation team, parent and child.

The appeals committee must not be canvased before an appeal hearing is held.

5.8 Searching Pupils

Where there exist reasonable grounds for suspecting a student is in possession of drugs:

- 1) The school has full discretion to conduct regular and/or random search on any member of SIS (including student's bags and lockers, staff, teachers, other support staff, daily labourers, ...etc.) in accordance with its Safety and Security Policy.
- 2) All members of SIS community shall have the duty to cooperate with the searching team. The school shall not accept any complaint that may arise in association with any search.

All searches will be conducted with the knowledge and authority given by the Head of school.

