



**Cayman Prep & High School
Substance Abuse Policy
FOR THE HIGH SCHOOL
2023-2025**

Approved by: HS School Principal

Date: June 2023

Reviewed by: Pastoral Team & Head of Pastoral Care & Student Services

Next review due by: June 2025

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Aims and definitions

The school is mandated by law to ensure the safety of children and to keep all substances of harm out of the school. Substance abuse is addressed across the school curriculum, and this is further underscored by external agencies. For this policy, a ‘drug’ means a substance listed in the First Schedule of the ‘Misuse of Drugs Law (Cayman Islands)’ and includes, but is not limited to, prescription and over-the-counter pharmaceutical substances.

Any substance whether it be legal, or illegal is deemed to be unauthorised unless its presence in School or at a school activity is authorised by the Principal, or any member of staff authorised by the Principal to give such authority. Possession of an unauthorised drug will be a breach of the School’s Behaviour Policy.

Any substance given, sold or otherwise passed between students or a student and a member of staff on the understanding by either or any party that the substance is an illegal drug or a substance with psychoactive properties will be deemed to be an illegal drug for the purposes of this Policy and the application of penalties within this Policy.

Substance Abuse & Preventative Education

The school acknowledges its duty to consistently offer educational guidance to students of all ages, with the following objectives:

1. Enhancing knowledge, promoting critical thinking, and empowering informed decision-making.
2. Delivering precise information regarding commonly encountered drugs.
3. Promoting comprehension of the repercussions associated with drug abuse.
4. Expanding awareness of the interconnectedness between drug-related concerns and other personal, social, and health-related matters, such as HIV and AIDS.

This education is delivered during the Tutorial and PSHE Programme, the science curriculum and through external speakers.

Searching and confiscation of prohibited items

The school follows the legislation and Ministry of Education advice when confiscating items from students, which is outlined in their document “Searching, Screening and Confiscation – Advice for School Leaders and Staff– 2017 (A copy of this document is available from the school on request or to download from the Ministry website).

If there is a reasonable suspicion that a student has in their possession any items that are deemed ‘prohibited’ either by the school or the Ministry of Education document “*Searching, Screening and Confiscation – Advice for School Leaders and Staff– 2017*, a school leader or a member of staff authorised by a school leader is authorised to conduct a search **without** consent from the student.

The following procedures will take place:

- Staff permitted to search will have appropriate training if required to undertake this responsibility.
- The person searching must preferably be of the same sex as the person being searched and there should be a witness (also a staff member).
- In exceptional circumstances, a member of staff of the opposite sex can perform the search without a witness present if it is reasonable to believe that there is a risk of serious harm if not performed immediately and it is not reasonable to summon another member of staff. The members of staff should bear in mind that a student's expectation of privacy increases as they get older.
- Staff must establish clear grounds for a search, for example a teacher overhears students talking about an item or students behaving in a way that causes them to suspect that a student is concealing a prohibited item.
- Searches can only be carried out on the school premises or where the member of staff has lawful control or charge of the student. This only applies for school trips locally and internationally.
- The person conducting the search may not require the student to remove any clothing except outer clothing. Outer clothing is clothing that is not worn next to the skin or immediately over underwear, but this excludes hats, shoes, boots, gloves or scarves.
- A student’s possessions are those that the student has or appears to have control of – this includes lockers and bags.
- After the search, a student will complete a Personal Account Form regarding the incident.

Any suspected substances found in school must be put into a sealed container in the presence of a witness, preferably a member of the High School Leadership Team. In accordance with the Safeguarding Policy, the School would inform the Multi-Agency Safeguarding Hub (including the police) if illegal drugs are found on a student.

The Principal, High School Leadership Team or Pastoral Team will notify parents as soon as possible of any investigation taking place.

Selling, distributing or possessing drugs:

Where there is evidence, or reasonable suspicion, that a student is in possession of drugs, either for personal use or to sell or distribute, the Pastoral Team will interview the student in the presence of a member of the High School Leadership Team, Principal or Director.

An immediate search may be carried out by a member of the Pastoral Team or High School Leadership Team in the presence of another member of staff, and an investigation into the alleged offence will commence.

If evidence of an offence is found the school will notify the parents or guardians of the student, and the Chairman of the Board of Governors. A record will be made in the student's personal file and the student will be expelled. If, following an investigation, the school decides that the student is not guilty of an offence, the matter will be closed.

Suspicion or evidence of consumption:

Where there is reasonable suspicion of substance abuse consumption, one member of the Pastoral Team or High School leadership team alongside another member of staff will conduct a search of the student's property and non-contact search of the student.

Any suspicion of consumption will be logged on to CPOMs for the awareness of the safeguarding team.

Where there is repeated suspicion of consumption, then contact home will be made with parents, and where necessary, a meeting arranged with parents to put certain restrictions in place to safeguard the student.

If found in possession of a prohibited item linked to substance abuse, it is classified as a severe breach of the Code of Conduct.

If not found in possession of a prohibited item linked to substance abuse, but where there is reasonable suspicion that a student has consumed drugs, the following will apply:

- The student(s) involved will also be addressed regarding the matter and personal accounts taken. A "Personal Account Form" will be completed and will be uploaded onto the SIMS/CPOMS for all key pastoral members of staff to review.
- the parents will be notified that the student will be required to undergo a drugs test to determine whether consumption of an illegal substance has taken place.
- Refusal to undergo a test will be treated as if the test has proved positive.

Following a refusal to test or a positive test result for a first offence, the student will be externally suspended from CPHS for a period of up to five days. Readmission to the school will be at the discretion of the school and will require a written agreement to counselling and regular future testing for illegal drugs. A record will be made in the student's personal file.

A second 'positive' test will result in the Principal recommending to the Director that the student be expelled from CPHS. The Director will notify the Chairman of the School Board of all actions taken.

Tobacco, e-cigarettes or nicotine products

Where there is evidence, and or reasonable suspicion, that a student is in possession of a vape, tobacco, e-cigarettes, e-cigarette paraphernalia or nicotine products either for personal use or to sell or distribute, then one member of the Pastoral Team or High School leadership team alongside another member of staff will conduct a search of the student's property and non-contact search of the student.

Any suspicion of vaping will be logged on to CPOMs for the awareness of the safeguarding team.

Where there is repeated suspicion of vaping, then contact home will be made with parents, and where necessary, a meeting may be arranged with parents to put certain restrictions in place to safeguard the student.

If found in possession of such an item, it is classified as a severe breach of the Code of Conduct and the student will be externally suspended from CPHS for a period of up to five days.

If found in possession of such an item on more than one occasion, this may result in the Principal either

recommending to the Director that the student undergo a further suspension of up to five days or be expelled from CPHS. The Director will notify the Chairman of the School Board of all actions taken.

If not found in possession of a prohibited item, but where there is reasonable suspicion that a student has consumed such items on multiple occasions, the following will apply:

- A record of this will be made in the student's file
- A meeting arranged with parents to put certain restrictions in place to safeguard the student.
- The parents must agree to the student receiving counselling
- Any further suspicions of consumption will be sanctioned as severe according to the Code of Conduct.

Alcohol policy

The school has a responsibility to encourage students to make informed and responsible choices and, to this end, the subject of alcohol consumption is addressed through the PSE (Personal and Social Education) programme.

The rules of the United Church of Jamaica and the Cayman Islands forbid the consumption of alcoholic beverages on school premises. Additionally, the consumption of alcohol by persons under the age of 18 years, whether on or off school premises, is against the law.

The school rules, therefore, strictly forbid:

1. The possession or consumption of alcoholic beverages on school premises or on any field trip or activity organised by the school.
2. The possession or consumption of alcoholic beverages while in school uniform.
3. Coming to school under the influence of alcohol.
4. Giving alcoholic beverages to another student.

Disciplinary measures:

If a CPHS student is in breach of the school rules as outlined above the following action will be taken:

- The parents will be notified
- The student will be given a five-day external suspension
- A record of this will be made in the student's file
- The parents must agree to the student receiving counselling

The parents and student will be notified in writing that if there is a second alcohol-related offence the student will be expelled from the school