



Drugs & Testing Policy

Policy date:	September 2025
Date of next review:	September 2026
Owner:	Headmaster
LT committee responsible:	Governing Body
Intended audience:	Pupils, parents and staff
Location:	School Portal and Governor Port

1 Introduction

Defining Terms

- a. 'Drugs' refer to controlled substances including those previously known as 'legal highs' which produce a hallucinogenic effect. This policy is written for staff, parents and pupils to clarify testing procedures to determine the presence or absence of drugs.
- b. The policy aligns with the School Policy on Drinking, Smoking & Vaping. Reference must also be made to the Standard Terms and Conditions of Haileybury Bhaluka where parents accept that the School may use an approved system to test pupils for the presence of drugs.

Outlining Rationale

- c. Taking illegal drugs is against the law, it is likely to impact negatively upon a person's mental and physical wellbeing and compromise that person's safety. Additionally, the use of drugs may well have further damaging consequences including exposing other pupils to risk and temptation, the possibility of criminal proceedings and the undermining of the integrity and reputation of the School.

School Position

- d. It is the policy of Haileybury that drug-related issues are tackled in an open and responsible way and that the use of illegal drugs is actively discouraged. There is a programme of education directed towards enabling pupils to make informed and responsible choices on this issue, delivered through tutorial and biology courses and supplemented with visits by specialists from outside the School.
- e. Where a pupil has been suspended from school for a drug-related offence, s/he will also be offered additional support including from the School Doctor and the Pastoral Team. Any pupil who may have concerns about drug-related matters can access support from the staff mentioned above. Support will be available to any pupil for as long as is needed.

2 Rationale and procedure for administering a drugs test to a pupil

Rationale

The School takes all reasonable steps to ensure the health, wellbeing and safety of its community:

- Any pupil who takes an illegal drug risks their personal health and wellbeing as well as breaking the law.
- If any pupils feel they can misuse drugs with impunity, it is possible that they will lead other young and impressionable pupils to follow suit. It is important that there is a clearly understood system for testing pupils and that the possible sanctions are known to all.
- Drug abuse is an area where evidence shows that people tend to be dishonest about their activities. The use of a drugs testing system helps establish whether a pupil is or is not taking drugs and so allows the School to support its educational aims.
- Haileybury Bhaluka undertakes targeted drugs testing, as outlined below. It also reserves the right to randomly drug test pupils. These approaches are designed to assist pupils to avoid or cease the use of illegal drugs.

Suspicion of drug taking

Short term signs of drugs taking might include bloodshot eyes, slurred speech, impaired co-ordination or unusual smells on the breath or clothing. If a member of staff suspects that a pupil has taken an illegal substance the safety of that pupils must be their first concern.

- Ask the pupil if they have taken any substance (including prescribed medication).
- Contact the DSL or another member of staff.
- Secure their room and possessions to preserve evidence for a room search. If it is a shared room a member of staff may need to supervise their area.
- Take the pupil to the Medical Centre to be checked.
- The Headmaster must give authority to conduct a room search and to notify them of the situation.
- A room search must be conducted by two members of security staff with the pupil in attendance.

3 Occasions where a pupil may be drugs tested

Targeted drugs testing

A pupil can be drugs tested when a member of staff has reason to be concerned that a pupil may be using illegal drugs. Examples of the type of circumstances in which such concern might arise are:

- Suspicions by staff or others in the community that the pupil might have been using illegal drugs.
- an alteration in a pupil's behaviour or work pattern
- possession of drug-related paraphernalia
- Pupil use of an e-cigarette, shisha pen or refill liquids.

If for one of these, or any other reason, a member of staff has genuine grounds for concern, s/he may suggest to Headmaster that a drugs test might be administered. If grounds are accepted, s/he will initiate an investigation. The pupil will be provided with support whilst the investigation is underway. The search team will liaise with the Headmaster throughout the course of the investigation. Once the investigation is completed, a decision will be made by the Headmaster as to whether a test must take place (and when).

Pupil initiated tests

Any pupil may request to take a drugs test in order to demonstrate that they have not been involved in the use of illegal drugs. An example of such a circumstance may be when a pupil who wishes to assert his or her innocence in a drug-related incident may ask to take a drug test. In all cases when a pupil asks to take a test, a drugs test may be administered as soon as approval has been gained from the Headmaster.

Random tests

The Headmaster reserves the right to initiate the process of pupils being chosen at random to provide samples to be tested for drug usage if he believes that there are reasonable grounds to do so.

4 Procedure for administering a drug test to a pupil

1. Authorisation for a drugs test: Headmaster
2. Justification: Suspicion of breaking of school rules or law; Pupil on the non-random test list because of previous involvement
3. Once authorisation has been obtained, the timings and arrangements for conducting the test will be coordinated with the staff concerned.

Disciplinary sanctions for offences involving illegal drugs

Principles

- Any pupil at Haileybury must understand that, if s/he is involved with illegal drugs, they must expect to be dealt with severely. Irrespective of whether the involvement is during term time or over the holidays, in or away from school, it is viewed as a major breach of school discipline and will be dealt with under the broader disciplinary process.
- The Headmaster reserves the right to permanently exclude any pupil who is found to be involved with drugs, irrespective of the class of drug. This can include the supply of, facilitating the supply of or the taking of drugs, whether in school or out of school and however occasional.
- Pupils found to have been in the presence of anyone who is breaking the rules regarding drugs may receive the same sanction as those who are breaking these rules.

Disciplinary process

- a. Where a drugs test yields a positive result, showing that the pupil has used illegal drugs, the Headmaster will decide on the sanction: suspension or permanent exclusion.
- b. Parents of the pupil will receive a letter from the Headmaster informing them of the facts, detailing the disciplinary sanctions applied. If the pupil is allowed, after a period of suspension, to return to Haileybury, the letter will detail the procedure for future drugs testing and set out the consequences of a second positive drug test.
- c. When a pupil tests positive for the use of illegal drugs their parents will be required to pay for the test. Any drug related incident may be referred by Haileybury to the Police.

5 Re-testing

- a. On return to school from suspension the School Doctor will certify the pupil fit to participate in sport and or activities.
- b. In addition, the pupil will remain on the Drug Testing Register, maintained by the DSL, and may be tested at any time after the elapse of six weeks from the date of their previous test.
- c. The pupil will be re-tested at regular intervals (approximately every two months) throughout the remainder of their time at Haileybury.
- d. A re-test will not be administered without prior notification in writing from the Headmaster.
- e. If a pupil has been suspended from school for a drug-related offence, s/he will also be offered additional support and counselling from the School Doctor and the Pastoral Team. Any pupil who may have concerns about drug-related matters can access support from the staff mentioned above.

When a positive result, showing that the pupil has used illegal drugs, is yielded by any second or subsequent test, the Headmaster reserves the right to permanently exclude him or her from the School.

Negative tests and further testing

- a. When a pupil's test result was negative (no drugs found) and they were tested because they were on the Drug Testing Register, the pupil will remain on that register and may be subject to further drug testing.
- b. If a pupil admits to having taken a drug but the test returns a negative result (no drugs found), the pupil may be subjected to the same disciplinary sanction and follow-up procedures as those who test positive. The sanction will be at the discretion of the Headmaster.
- c. In cases where a pupil was tested for another reason, e.g. at their own request, as outlined above, the Headmaster will determine whether they are placed on the Drug Testing Register, managed by the School Doctor.

Procedure for a second test

- a. The procedure for a second drug test when there is the possibility that the pupil might be permanently excluded from school is as follows:
- b. The School Doctor will administer a blood test to be sent for independent analysis that illegal drugs are present within the pupil's bodily system. The container will be stored securely within the School Doctor's office. Parents will be informed and the pupil will be suspended from school.
- c. Parents wishing to contest a drug test result have a period of 24 hours to do so. After that time, no right to contest the outcome shall remain and the pupil will be permanently excluded from school.
- d. If the pupil's parents wish to contest the outcome of the drug test, then the securely sealed and stored sample will be sent to Matrix Diagnostics for confirmatory testing. While this laboratory test is carried out, the pupil will remain suspended from school.
- e. If the lab test yields a positive result test then the parents will bear the cost of the laboratory test.

