



Haileybury Bhaluka

Drugs and Testing Policy

HBB-POL-06 | Academic Year 2026–27

Policy reference	HBB-POL-06
Version	2026–27 v1.0
Policy date	October 2026
Date of next review	August 2027
Policy owner	Headmaster
Policy lead	Designated Safeguarding Lead (DSL) and School Doctor
Reviewed by	Leadership Team (LT) and Education and Safeguarding Committee
Approved by	Board of Governors
Intended audience	Pupils, parents and staff
Location	Staff Portal, Governor Portal and Parent Portal
Related policies	Safeguarding and Child Protection Policy (HBB-POL-01); Drinking, Smoking and Vaping Policy; Behaviour Policy; Searching and Confiscation Policy; Terms and Conditions

1. Introduction

Defining terms

- 1.1 "Drugs" refers to controlled substances, including those previously known as "legal highs" and any substance that produces a psychoactive or hallucinogenic effect. This policy is written for staff, parents and pupils to explain the procedures for testing for the presence or absence of drugs.
- 1.2 This policy should be read with the Drinking, Smoking and Vaping Policy. Under the Standard Terms and Conditions of Haileybury Bhaluka, parents accept that the School may use an approved system to test pupils for the presence of drugs.

Rationale

- 1.3 Taking illegal drugs is against the law of Bangladesh (including the Narcotics Control Act 2018). It is likely to harm a person's mental and physical wellbeing and to compromise their safety. Drug use may also have further damaging consequences, including exposing other pupils to risk and temptation, the possibility of criminal proceedings, and damage to the integrity and reputation of the School.

School position

- 1.4 Haileybury Bhaluka tackles drug-related issues in an open and responsible way and actively discourages the use of illegal drugs. A programme of education helps pupils make informed and responsible choices. It is delivered through the tutorial and wellbeing programme and science courses, and supplemented by visits from outside specialists.

- 1.5 Drug involvement can be a sign that a pupil is being exploited, including through child criminal exploitation, or is otherwise at risk. Any drug-related concern is therefore also a safeguarding matter. It must be logged on **CPOMS** and referred to the DSL.
- 1.6 Any pupil who has concerns about drug-related matters can get support from the School Doctor, the School Counsellor and the pastoral team, for as long as it is needed.

2. Rationale for drugs testing

- 2.1 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 health and wellbeing, as well as breaking the law;
 - if any pupil feels they can misuse drugs with impunity, they may lead other young and impressionable pupils to follow suit, so it is important that there is a clearly understood testing system and that the possible sanctions are known to all;
 - evidence shows that people tend to be dishonest about drug use, and a testing system helps establish whether a pupil is taking drugs, supporting the School's educational and pastoral aims;
 - Haileybury Bhaluka carries out targeted drugs testing, as set out below, and reserves the right to test pupils at random. These approaches are designed to help pupils avoid or stop using illegal drugs.

3. Suspicion of drug taking

- 3.1 Short-term signs of drug taking may 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 pupil's safety must be their first concern. They should:
 - ask the pupil whether they have taken any substance (including prescribed medication);
 - contact the DSL or another member of staff;
 - take the pupil to the Medical Centre to be checked;
 - secure the pupil's room and possessions to preserve evidence for a search; if it is a shared room, a member of staff may need to supervise the area;
 - inform the Headmaster, whose authority is required for a room search.
- 3.2 A room search is conducted by two members of staff, with the pupil present, in line with the Searching and Confiscation Policy. Where possible, at least one of them is the same sex as the pupil. The HM must be informed.

4. When a pupil may be drugs tested

Targeted testing

- 4.1 A pupil may be drugs tested when a member of staff has reason to be concerned that the pupil may be using illegal drugs. Examples of circumstances that might give rise to concern are:
 - suspicions by staff or others in the community that the pupil may have been using illegal drugs;
 - a change in the pupil's behaviour or work pattern;
 - possession of drug-related paraphernalia;
 - use of an e-cigarette, vape, shisha pen or refill liquids.
- 4.2 If, for one of these or any other reason, a member of staff has genuine grounds for concern, they may suggest to the Headmaster that a drugs test be administered. If the grounds are accepted, an investigation is started. The pupil is supported while the investigation is underway. The staff carrying out the investigation liaise with the Headmaster throughout, and once it is complete the Headmaster decides whether a test must take place, and when.

Pupil-initiated tests

- 4.3 Any pupil may ask to take a drugs test to show that they have not been involved in the use of illegal drugs, for example to assert their innocence in a drug-related incident. A test may be administered as soon as the Headmaster has approved it.

Random tests

- 4.4 The Headmaster reserves the right to select pupils at random to provide samples for drugs testing where he believes there are reasonable grounds to do so.

5. Procedure for administering a drugs test

- 1) **Authorisation:** the Headmaster.
- 2) **Justification:** suspicion of a breach of School rules or the law; or the pupil is on the Drug Testing Register because of previous involvement.
- 3) **Arrangements:** once authorisation is given, the timing and arrangements for the test are co-ordinated by the School Doctor with the staff concerned. Tests are carried out by medical staff in a way that respects the pupil's dignity and privacy.

6. Disciplinary sanctions for offences involving illegal drugs**Principles**

- 6.1 Any pupil involved with illegal drugs must expect to be dealt with severely. Whether it happens during term time or the holidays, in or away from school, it is a major breach of School discipline and is dealt with under the wider disciplinary process.
- 6.2 The Headmaster reserves the right to permanently exclude any pupil found to be involved with drugs, whatever the class of drug. This includes supplying, facilitating the supply of, or taking drugs, in or out of school, however occasionally.
- 6.3 Pupils found to have been in the presence of anyone breaking the rules on drugs may receive the same sanction as those breaking the rules.

Disciplinary process

- 6.4 Where a drugs test is positive, showing that the pupil has used illegal drugs, the Headmaster will decide on the sanction: suspension or permanent exclusion.
- 6.5 The pupil's parents will receive a letter from the Headmaster setting out the facts and the sanction applied. If the pupil is allowed to return to Haileybury Bhaluka after a period of suspension, the letter will set out the procedure for future drugs testing and the consequences of a second positive test.
- 6.6 When a pupil tests positive for illegal drugs, their parents are required to pay for the test. Any drug-related incident may be referred by the School to the police.

7. Re-testing

- 7.1 On returning to school after suspension, the pupil must be certified fit by the School Doctor to take part in sport and activities.
- 7.2 The pupil remains on the Drug Testing Register, held by the DSL with medical input from the School Doctor, and may be tested at any time once six weeks have passed since their previous test.
- 7.3 The pupil will be re-tested at regular intervals (approximately every two months) for the rest of their time at Haileybury Bhaluka.
- 7.4 A re-test will not be administered without prior written notification from the Headmaster.
- 7.5 A pupil suspended for a drug-related offence will also be offered additional support and counselling from the School Doctor, the School Counsellor and the pastoral team.
- 7.6 If any second or subsequent test is positive, showing that the pupil has used illegal drugs, the Headmaster reserves the right to permanently exclude the pupil.

8. Negative tests and further testing

- 8.1 When a pupil on the Drug Testing Register tests negative (no drugs found), the pupil remains on the register and may be tested again.
- 8.2 If a pupil admits to having taken a drug but the test is negative, the pupil may receive the same sanction and follow-up procedures as those who test positive, at the Headmaster's discretion.
- 8.3 Where a pupil was tested for another reason (for example, at their own request), the Headmaster will decide whether they are placed on the Drug Testing Register.

9. Procedure for a second test

- 9.1 Where a second positive test could lead to permanent exclusion, the following procedure applies.
- 9.2 The School Doctor will take a blood sample to be sent for independent analysis to confirm whether illegal drugs are present in the pupil's system. The sample is stored securely in the School Doctor's office. Parents are informed and the pupil is suspended from school.
- 9.3 Parents who wish to contest a test result must do so within 24 hours. After that time, the right to contest the outcome lapses and the pupil will be permanently excluded.
- 9.4 If parents contest the result, the securely sealed and stored sample will be sent to an accredited independent laboratory for confirmatory testing. The pupil remains suspended while this test is carried out.
- 9.5 If the laboratory test is positive, the parents will bear the cost of the laboratory test.

10. Review record

Summary of changes (October 2026 review)

Area	Change made
Dates	Policy date October 2026 (the previous version was due for review in September 2026); next review August 2027.
Typos and format	"Governor Port" corrected; header table and intended audience fixed; moved to the standard policy template.
Consistency	The Drug Testing Register is held by the DSL, with medical input from the School Doctor (the previous version gave both the DSL and the School Doctor as holder).
Searches	Room and belongings searches: one of the two staff present must be the same sex as the pupil where possible, and the HM must be informed. Searches follow the Searching and Confiscation Policy (co-education update).
Safeguarding	Added that drug involvement can indicate exploitation (including criminal exploitation) and must be logged on CPOMS and referred to the DSL.
Law and wording	Refers to the law of Bangladesh (Narcotics Control Act 2018). Vapes and e-cigarettes are covered. Gender-neutral wording replaces "s/he" and "him or her".
Confirmatory testing	Named laboratory replaced with an accredited independent laboratory.

Version history

Date	Version	Reviewed by	Notes
September 2025	2025-26	Headmaster	Original Drugs and Testing Policy
October 2026	2026–27 v1.0	Headmaster (SOG)	Full review: dates, statutory references, roles and consistent Haileybury Bhaluka policy format

Approved by the Board of Governors	
Signed (Chair of Governors)	
Date	