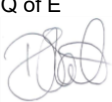


DRUGS, ALCOHOL AND SUBSTANCE MISUSE POLICY

Policy Review					
Author/Owner	Position	Approved by:	Approval Date	Review Cycle Review Date	Published on Website Y/N
Tina Callow	Head of Student Support	SLT: Donna Short VP Q of E 	23/10/25	2 years November 2027	Y

Document Control – Revision History (Policies only)					
Author/Owner	Summary of Changes	Date	Date last reviewed by SED	Version	Recommend to SED Y/N
Michelle Dennett	Minor wording changes and additional link to policy	17.05.19			
Michelle Joy	Update and links to Gov document	18/8/21			
Richard Watson	Updated link to Gov document	20.7.22		V1	
Tina Callow	Updated	20/9/23			
Tina Callow	Minor updates, names and wording	12/09/25		V1.1	

Initial Equality Impact Screening					
Has anyone else been consulted on this policy and/or procedure?					
What evidence has been used for this impact screening (e.g. related policies, publications)?					
Declaration (please tick one statement and indicate any negative impacts)					
☒	I am satisfied that an initial screening has been carried out on this Policy and/or Procedure and a full Equality Impact Assessment is not required. There are no specific negative impacts on any of the Protected Characteristics groups.				
☐	I recommend that an Equality Impact Assessment is required by the Equality and Diversity group, as possible negative impacts have been identified for one or more of the Protected Characteristics groups as follows:				
	☐ Age ☐ Disability ☐ Gender Reassignment ☐ Race ☐ Religion or belief ☐ Sex ☐ Sexual orientation ☐ Marriage & civil partnership ☐ Pregnancy & maternity				
Completed by:	Tina Callow	Position:	Head of Student Support	Date:	12/9/25
Reviewed by Equality & Diversity Group: NO If Yes: Date: I confirm that any recommended amendments have been made					
Summary of Comments including Recommendations from Equality & Diversity Group Review:					
Amended by Author:		Position:		Date:	

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1. PURPOSE OF THE POLICY

1.1 Yeovil College has a zero-tolerance approach to drug, alcohol and substance misuse. The college wishes:

- 1.1.1 To support our college community to make a good and informed decision about their attitudes/views relative to drug, alcohol, and substance misuse.
- 1.1.2 To enable staff to recognise drug, alcohol, and substance misuse Issues to take appropriate action.
- 1.1.3 To minimise accidents to staff and students, as well as illness and poor work performance and attendance due to drug or alcohol problems.
- 1.1.4 To direct persons concerned to appropriate sources of support.

1.2 Drugs and Substances

- 1.2.1 Yeovil college forbids the use of both illegal drugs and those known as “legal highs” and the inappropriate use of substances on its premises, as well as arriving under the suspected influence of substances.
- 1.2.2 It is an offence for an individual to possess or supply illegal drugs or legal highs. It is also an offence to illegally supply prescribed drugs. The college would be committing a criminal offence under the Misuse of Drugs Act 1971¹ if it knew that illegal drugs were being used, kept or supplied on its premises.
- 1.2.3 If at any time anyone on college premises is suspected of acting illegally in respect of drugs, alcohol or substances the incident will be reported to the Police, the disciplinary process will be instigated and may result in immediate permanent suspension and exclusion. Parents and carers will be informed if a learner is under 18 or has an Education Health Care plan (EHCP). All concerns will be reported on MyConcern and the Head of Student Support Services will be informed.
- 1.2.4 Examples of illegal drugs are heroin, cocaine, cannabis/marijuana/THC, ecstasy, ketamine and amphetamines. Examples of substances are glue, solvents and medical gases. This list of examples is not exhaustive.

¹ [Misuse of Drugs Act 1971 \(legislation.gov.uk\)](https://www.legislation.gov.uk)

1.3 Alcohol

- 1.3.1 Learners should not consume or supply alcohol at any time when on college grounds nor should they come into college premises under the influence of alcohol.
- 1.3.2 The college holds the right to ask to search (with learner consent and 2 members of staff, 1 to be a member of the College Leadership Team (CLT)) using the government school's document Searching, Screening and Confiscation in Schools²
- 1.3.3 A drugs dog will be employed on site to assist in the detection of illegal drugs, this will be unannounced and unknown to staff and students.
- 1.3.4 Staff must not consume alcohol during contracted working hours including when on education visits, or when any learners are under supervision, except in very specific circumstances, e.g. Christmas celebrations or farewell events. These occasions should be timed out of normal working hours so that staff (especially those with direct student contact and those who handle complicated machinery) do not return to work having recently consumed alcohol. Staff should not come into work under the influence of alcohol.

2. SCOPE

- 2.1 This policy is applicable to all persons working within the college, including contractors and volunteers, students and visitors. It also applies to staff working in areas of activity carried out in the College's name.

3. RESPONSIBILITY AND AUTHORITY

- a. Vice Principal, Quality of Education
- b. Senior Leadership Team (SLT)
- c. Head of Student Support Services
- d. Higher Education (HE) Manager (HE Students)
- e. Head of Infrastructure (visitors and contractors)
- f. Ultimate responsibility rests with the Principal and Governing Body.

² [Searching, screening and confiscation in schools - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/612222/Searching_Screening_and_Confiscation_in_Schools.pdf)

4. RELATED POLICIES, PROCEDURES, DOCUMENTS, DEFINITIONS

- a. Health and Safety Policy
- b. Learner Disciplinary Policy
- c. Disciplinary and Grievance Policy
- d. Safeguarding and Prevent Policy
- e. Searching, Screening and Confiscation in Schools
- f. Misuse of Drugs Act 1971