



Alcohol, Smoking and Vaping Policy

Policy date:	June 2022
Date of next review:	June 2023
Owner:	Deputy Master
SLT committee responsible:	N/A
Intended audience:	Pupils, parents and all staff
Location:	School portal and website

1. Aims

- 1.1 This policy sets out the School's rules and sanctions in the event of a pupil being in possession of, or under the influence of alcohol, tobacco or other inhaled substances whilst in the care of the School. This document should be read in conjunction with Haileybury's Drugs and Drug Testing Policy, which applies to illegal drugs and controlled substances.

2. Rules on smoking and vaping

- 2.1 It is illegal to sell tobacco products (which include cigarettes, any product containing tobacco for oral or nasal use, and smoking mixtures such as herbal cigarettes) or nicotine inhaling products (which includes any inhaling device, also known as "e-cigarettes" or "vapes", and any nicotine cartridges or refills) to any person under the age of 18. For the purpose of this document "vaping" refers to inhalation and/or the exhalation from an electronic or similar inhalation device. These produce a vapour which might or might not include nicotine.

- 2.2 Pupils are not permitted to:

- smoke or vape whilst in the care of Haileybury staff or anywhere in the school grounds;
- be in possession of any tobacco products or nicotine inhaling products as defined above;
- purchase or supply any of the above products to other pupils.

- 2.3 The School takes any involvement in smoking or vaping by pupils extremely seriously.

- 2.4 Any pupil found to be smoking or vaping outside, or who are found to be in possession of tobacco products or nicotine inhaling products, or who are in the presence of others who are smoking or vaping, will receive the following sanction (please refer to the Rewards, Behaviour and Sanctions Policy for further information on sanctions):

- for a first or second offence - Level 3 Detention 7.00 pm to 10.00 pm; and
- for a second offence an additional four-hour period of Sunday gating where a pupil will be confined to their House.

For further or more serious offences, including where there are aggravating factors, such as smoking inside a school building, thereby creating a fire hazard or endangering the health and safety of others, or where pupils are found to have bought or supplied tobacco or nicotine inhaling products for other pupils, suspension or permanent exclusion will apply. In the case of permanent exclusion, the School will follow its Serious Disciplinary Cases Procedure.

- 2.5 Any pupils found to be in possession of a large quantity of tobacco or nicotine inhaling products will be deemed to be engaged in supplying these to other pupils.

- 2.6 Any sanctions issued are at the Master's discretion.

- 2.7 A pupil found to be engaging in smoking or vaping in any way will be offered support and education on the dangers of such behaviour, from the Health Centre, the School Counsellor, or other staff as appropriate. Educating pupils on the dangers of tobacco and nicotine inhalation is a matter the School takes very seriously. This issue is addressed in the Wellbeing Curriculum, tutorial programmes, during Biology lessons and within Houses.

3. When alcohol is permitted

- 3.1 It is illegal for any person under the age of 18 to buy alcohol. In some narrow circumstances, a person aged 16 or 17, may be legally permitted to consume alcohol, but this does not mean it is recommended.
- 3.2 Pupils, whilst under the care of the School on or off site, should not consume or have in their possession any alcohol, unless it is specifically allowed under the paragraphs below.
- 3.3 Education in the use and abuse of alcohol is a matter the School takes very seriously. This issue is addressed in the Wellbeing curriculum, tutorial programmes, during Biology lessons and within Houses. This includes education directed towards enabling pupils to make informed and responsible choices on the issue of drinking alcohol.
- 3.4 School functions for the Sixth Form:
- 3.4.1. The Master or Deputy Master will decide whether, at a function, pupils in the Sixth Form who are over the age of 16 may be offered beer, wine or champagne (but never spirits).
- 3.4.2. When an alcoholic drink is provided to pupils it should be in limited, controlled and supervised conditions and should be accompanied by food, namely a meal or substantial snack.
- 3.4.3. The number of drinks that a pupil has must be tracked carefully on each occasion in line with the advice from the Deputy Master.
- 3.4.4. Before and after events, HMs may breathalyse pupils in order to test their level of alcohol consumption.
- 3.5 Alcohol in School or House contexts:
- 3.5.1. Members of staff must seek written permission from the Master or Deputy Master to supply alcohol in a School or House context, and guidelines will be issued at the time, in line with paragraph 3.4 above.
- 3.5.2. Pupils in the Upper Sixth Form who are over the age of 16 should only be offered beer, wine or champagne, never spirits; no other pupils may be offered alcohol. These occasions should be no more than once weekly, and controlled by the HM and in line with the points in 3.4 above.
- 3.6 With their HM's permission, members of the Upper Sixth who are over 18 may have a meal in the local vicinity with two small beers or two small glasses of wine. HMs are required to spend time with those pupils on their return to verify that their alcohol consumption is within the limits permitted. A breathalyser may be used.
- 3.7 College Prefects may visit the College Arms on a Friday night with the Deputy Master's permission. The Deputy Master's guidelines, explained to each pupil, must be followed.
- 3.8 Haileybury staff supervising functions should not consume more than the legal driving limit of alcohol, in order to ensure they are able to carry out their duties unimpeded, and function at the required and expected level during an emergency.

4. Sanctions for alcohol misuse

4.1 Any pupil found to be abusing alcohol will be offered support from the School Counsellor, the Health Centre, or any other appropriate member of staff, in addition to receiving the disciplinary sanctions stated below.

4.2 Pupils found to have been drinking alcohol (other than as permitted by this policy), or to have alcohol in their possession, or who are found to have been in the presence of others drinking alcohol when not permitted, or who return to School from home or another venue under the influence of alcohol, will receive the following sanction (please refer to the Rewards, Behaviour and Sanctions Policy for further information on sanctions):

- for a first or second offence - Level 3 Detention 7.00 pm to 10.00 pm; and
- for a second offence an additional four-hour period of Sunday gating when the pupil will be confined to their House.

For further or more serious offences including where there are aggravating factors, such as where a pupil is very inebriated or requires medical treatment following the consumption of alcohol, where pupils have consumed or are in possession of spirits, or where pupils are found to have supplied alcohol to other pupils, suspension or permanent exclusion will apply. In the case of permanent exclusion, the School will follow its Serious Disciplinary Cases Procedure.

4.3 All sanctions are at the Master's discretion.

5. Procedures

5.1 Any evidence or concern that a staff member has regarding a pupil drinking alcohol, smoking or vaping should be reported to the Proctor using CPOMS. Any pupils who require treatment at the Health Centre should, once safely admitted, be reported to the Proctor via CPOMS. The Proctor is responsible for liaising with the Master and Deputy Master.

5.2 All HMs are provided with breathalysers and random breath testing is permitted. On 'in weekend' evenings HMs should breathalyse a random sample of Sixth Form pupils before any alcohol is served; furthermore a random sample of other members of the House may be breathalysed before a social event and following their return to House. The Deputy Master and Proctor will confirm arrangements regarding breathalysing pupils.

5.3 If there is a concern that a pupil may be at risk as a result of having consumed alcohol they must be accompanied by an adult to the Health Centre. If the incident is discovered at night, HMs should phone ahead to the Health Centre to alert the member of staff on duty.

5.4 Where a member of staff suspects that a pupil has consumed alcohol other than in accordance with this policy, the pupil may be required to provide a breath sample. This includes pupils who return to school on a Sunday evening where their behaviour indicates they have been consuming alcohol. A positive test (any reading above 0% BAC) will result in sanctions being imposed, as above.

5.5 Refusal or failure to produce a breath sample may result in sanctions being imposed in the same way as if a positive sample was provided.

5.6 The School may carry out a search for any alcohol, or tobacco or nicotine inhaling products under the statutory powers provided by the Department for Education. Please see the School's Searching and Confiscation Policy for further information.

Version history		
Date	Reviewed by	Notes
October 2018	SH/ERLB/EAA	Written
November 2018	SLT	Approved
May 2020	SLT	Updated
June 2022	CM	Reviewed and updated
June 2022	SLT	Reviewed and approved