

Alcohol Policy

Independent Day / Boarding School for Boys and Girls

Royal Hospital School

January 2010

Alcohol

Scope

This policy has been authorised by the Governors and is available to parents and pupils on request. The policy relates to the misuse of alcohol and applies to all pupils at The Royal Hospital School (**School**). This policy may apply at times when a pupil is not in the care of the School. The procedures and sanctions may be adapted, as appropriate, taking into account the circumstances of each case.

Introduction

- 1 The Royal Hospital School is a full boarding school situated in a rural area. We are aware that alcohol consumption is an accepted practice within many areas of society today and that there are increasing pressures on young people to experiment with alcohol with the potential attendant risks of damage to health. It is therefore important that the School makes clear its attitudes to alcohol so that children receive consistent messages.

Statement of the School's Stance on Alcohol Misuse

- 2 The educational, physical, mental, social and moral welfare of all pupils is the School's priority. We expect all staff, parents and visitors to actively support the approved policy.

Parents

- 3 This policy will be available to parents. A list of support agencies and literature will also be available on request.

Under Age Drinking of Alcohol

- 4 Apart from Sixth Formers aged 16 or 17 under the provision set out below, the drinking of alcohol by pupils under the legal age of 18 years is expressly forbidden. It is illegal to purchase alcohol from a shop or an off-licence under the age of 18 years. It is also illegal to purchase or provide alcohol for anyone under the legal age except in strictly controlled circumstances.
- 5 No pupil of any age is allowed to bring alcohol into the School unless given by a parent, under the direction of the Housemaster/mistress of Nelson, for an 18th Birthday.

Alcohol Consumption on the School Premises

- 6 Sale of Alcohol in the School.

The sale of alcohol is allowed in the School in the following circumstances:

- In the Staff Social Club to adult members and their guests aged over 18.
- In the bar at Nelson House to members of the Upper Sixth Form aged over 18 and to non-duty staff aged over 18 who are visiting socially. The quantity sold to members of the Upper Sixth Form on any one occasion must not exceed the agreed amount. This is

normally two pints of beer, or two glasses of wine or their equivalents. Spirits will never be provided.

- For pupils in Nelson House who are under 18, alcohol cannot be sold to them or bought for them on weekdays.
- On Saturday, a person aged over 18 can buy pupil(s) aged 16 or 17 beer, wine or cider for consumption with a plated table meal in the bar at Nelson House, as long as the pupils are accompanied at the meal by a person aged 18 or over.
- At social events (e.g. Summer Ball) to members of the School who are aged 18 years, at the discretion of members of staff in charge of the bar, or otherwise in accordance with the terms of the licence.

- 7 The School is committed to the health and safety of its pupils and members of the community and will take appropriate action to safeguard their well-being; the School does not condone the misuse of alcohol.
- 8 Alcohol consumption outside the parameters of this policy is considered against School Rules and will be treated as a serious offence.

Alcohol Consumption off the School Premises (Public House, Wine Bars etc.)

- 9 No pupil may enter a public house, wine bar etc., without the permission from a member of staff which is only likely to be given to Sixth Formers on condition that they obey the law concerning the purchase of alcohol. These rules apply to pupils on and off the School premises during term time, School outings and expeditions. They also apply on journeys to and from home at the beginning and end of term and at half term.
- 10 Pupils must not bring the School into disrepute for any reason associated with alcohol, whether or not the pupil is in the care of the School at the time.

Consumption of Alcohol by Teaching Staff and other Adults Employed by the School

- 11 Staff who are on duty as Senior Staff, House staff, in the Dining Hall etc., must refrain from consuming alcohol. It is inappropriate for any adults to be dealing with pupils under the influence of alcohol and as such would be considered an act of gross misconduct and dealt with accordingly. The Staff Handbook contains a policy on smoking, alcohol and drugs. Staff members must comply with this policy.

Staff Training

- 12 All academic and senior non-academic staff, medical staff, including the Health Centre, GP, and the Matrons will be provided with a copy of the Alcohol Policy. They will be given guidance on how to deal with incidents of alcohol misuse. It is imperative that all staff are aware of the warning signs that pupils may express as a result of alcohol misuse. Staff will be given the necessary training to recognise these signs and the procedures to follow to support this policy.

Pastoral Support

- 13 The School encourages pupils to discuss in confidence any anxieties they may have about the use of alcohol with a member of staff or the school counsellor. Matters brought into counselling by a pupil or his/her parents, in circumstances which are

genuine, will be "ring-fenced" from disciplinary sanctions or adverse report, but a pupil who is suspected of unacceptable involvement with alcohol outside this context will face disciplinary action.

Personal Social and Health Education Curriculum

- 14 Alcohol Education will be taught as part of the PSHE programme in a manner appropriate to the pupil's level of understanding:
- To enable pupils to make healthy, informed decisions by increasing knowledge, understanding, challenging attitudes and developing communication and social skills.
 - To provide accurate and appropriate information.
 - To help pupils develop an understanding for those experiencing or likely to experience alcohol misuse.

Procedures

- 15 If any member of the staff (academic or non-academic) has suspicions of alcohol misuse they must follow the procedures below.

15.1 Rumour of involvement with alcohol

15.1.1 If a member of staff should hear that a pupil or pupils are involved in alcohol related activities they should inform the Duty Senior Member of Staff. They should also inform the pupil's Housemaster/Housemistress. These staff will confer and will decide the way forward. It is essential that no precipitous action is taken which might compromise an investigation, however well intentioned.

15.2 Dealing with pupils who appear to be under the influence of alcohol

15.2.1 The initial priority is the well being of the pupil. Disciplinary action will come later. If the pupil is totally incapacitated the member of staff should make sure the pupil is lying on his/her side so that any vomit is not inhaled. Medical help should be sought from the Health Centre and the pupil's Housemaster/mistress should be informed. If the pupil appears to be intoxicated to some degree but is able to walk, he/she should be escorted to his/her House and placed in the care of the Senior House Staff or the Duty Staff. The Senior Master/Mistress or Senior Duty Staff should be informed and they should confer with the House staff and decide if the situation requires medical involvement. If it does, the pupil should be taken to the Health Centre and examined by the medical staff.

15.2.2 Subsequent action will be determined and agreed by the Health Centre/Sister and the House staff. If the pupil's condition merits, it may be necessary to monitor the pupil until the effects of the alcohol wear off. In severe cases the pupil will be admitted to the Health Centre and the supervision provided by the Health Centre staff. On the advice and direction of the Health Centre staff the pupil may be allowed to return to his/her House. The pupil should be asked to explain, if possible, how he/she came to be in his/her condition.

15.3 Testing for alcohol

15.3.1 If a Housemaster/mistress or any other member of staff considers it likely that a pupil has consumed alcohol in breach of the School rules the pupil should be challenged directly.

- 15.3.2 In the event that a pupil denies consuming alcohol, but there is reasonable cause to suspect otherwise (smell, behaviour, intelligence etc.) then it might be suggested to the pupil that an alcohol test be conducted. This will be undertaken in the presence of the Duty Senior Member of Staff in the Health Centre.
- 15.3.3 The relevant consent to a breath test is that of the pupil rather than the parents, even if the pupil is under 16 years of age, provided that s/he is of sufficient maturity and understanding and gives consent in writing. Parents will normally be notified only if the breath test has proved positive.
- 15.3.4 If a pupil refuses to comply with an alcohol test:
 - 15.3.4.1. s/he will be asked to say why s/he has refused. The School will be entitled to draw inferences from his/her response and general demeanour;
 - 15.3.4.2. the pupil may be asked to supply, under medical supervision, a urine sample for analysis in accordance with drug testing procedures. The School will be entitled to draw inferences from his/her response.
- 15.3.5 A written record will be kept when a pupil is asked to take a test and its outcome will also be recorded.

Subsequent Action

- 16 The School will treat a positive test, although not infallible, as evidence that the pupil has consumed alcohol. The following procedure will apply:
 - 16.1 the pupil will be asked to give his/her explanation;
 - 16.2 if the pupil has refused a test or denies alcohol consumption after a positive test and refuses to give a urine sample, his/her parents will be informed and a meeting will be arranged with the Headmaster or, in his absence, the Deputy Headmaster. The pupil may be accompanied by his/her parents or by a member of the school staff chosen by him/her to assist him/her;
 - 16.3 all relevant evidence, including a positive test result, will be put to the pupil and s/he will be invited to respond;
 - 16.4 his/her response will be heard and considered and further enquiries will be made in necessary;
 - 16.5 the Headmaster will make a finding of fact based on the evidence and supported by reasons.

Pastoral Support

- 17 Support must be offered to those involved in the incident. This could be provided by House staff, medical staff, or outside agencies.

Sanctions

- 18 If the Headmaster's decision after considering all the material evidence is that the pupil has consumed alcohol, the Headmaster will outline the range of sanctions he is considering.
- 19 The bringing in or use of alcohol within the School, except in circumstances outlined in this policy document, is regarded as a serious disciplinary offence. The sanctions applied by the Headmaster for alcohol related offences will depend on the

circumstances but are likely to be internal or external suspension or, in extreme or repeated offences, expulsion.

Review

20 If the pupil is expelled or required to leave, s/he and his/her parents will be offered a Governors' Review which will normally take place within ten days under a separate procedure, and his/her suspension may be continued in the interim.

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Authorised by	Resolution of The Board of Governors
Date	20 January 2010

Effective date of the policy	20 January 2010
Circulation	On the School's website Governors / teaching staff / all staff / parents / pupils on request
Status	Recommended