



Drugs and Alcohol Policy

Date written
Date review

October 2021
October 2022

Reviewee

Deputy Headteacher

Related documents

- Safeguarding Policy
- Behaviour Policy
- Managing Medical Needs Policies

1. Philosophy

At Hazel Grove High School, the development of all children's social, moral, spiritual and cultural growth is paramount. We believe that the most important function of the school is to maintain an environment in which all stakeholders achieve success and self-fulfilment. There is an expectation that everyone (irrespective of age, gender, race or culture) should feel safe and secure and place a high value upon individual achievement and personal development.

2. Introduction

This policy should be seen as one of a collection of contributing policies within this school including Safeguarding, Behaviour and the Managing Medical Needs Policies.

3. Context of the policy

Stakeholders recognise that students may be exposed to risks in the drug-using society in which they are growing up. This policy is our contribution to the national initiative. This policy has been devised using the DfE and ACPO Drug Advice for Schools 2012 document.

4. Formation of the Policy

In formulating the policy, a variety of issues were considered, including: -
Beliefs and Values education throughout the school
Science education (that part related to drugs, medicines and body functions)
LA and wider Government initiatives and directives

5. The school viewpoint

The term drug is a "substance people take to change the way they feel, think or behave and refers to alcohol, tobacco, illegal drugs, prescribed drugs, legal highs and volatile substances".

The school does not condone the misuse or supply of drugs and alcohol by members of the school. The school acknowledges the importance of its pastoral role in the welfare of young people and, through the general ethos of the school, will seek to support all students.

6. Aims

Our primary aim is to keep our school community safe. We aim that all our stakeholders gain appropriate knowledge and understanding as to the effects of substance abuse through the delivery of an effective programme of drugs and alcohol education. All incidents will be dealt with under Safeguarding and Behaviour guidelines in line with our Safeguarding and Behaviour Policies.

7. Objectives:

To provide opportunities for students to acquire knowledge and understanding about the dangers of drug and alcohol misuse.

To provide opportunities for students to be equipped with the knowledge, attitudes and skills they need to avoid the misuse of drugs and alcohol.

To minimize the number of young people who engage in drug and alcohol misuse.

To increase knowledge of social and personal issues relating to drugs and alcohol in line with the school curriculum.

To enhance young people's decision-making skills more generally, using drug and alcohol education as a vehicle.

To enhance parenting skills in relation to prevention of drug and alcohol misuse.

8. Context

Drug and alcohol education should be provided in the broader context of the teaching of health and personal and social education as part of a student's life skills and preparation for adulthood.

It should provide factual and accurate information backed up with consistent advice.

It should aim to teach students the necessary social and personal skills.

9. Delivery

These objectives are fulfilled through aspects of the student's experiences in the taught curriculum and the pastoral curriculum. The curriculum aspect is taught mainly through Beliefs and Values and Science, but other opportunities to reinforce learning will occur in other parts of the curriculum.

The school actively works alongside health and drug and alcohol agencies to deliver its commitment to drugs and alcohol education. The school will continue to work closely with MOSAIC Drug and Alcohol Service and will participate in initiatives designed to educate students on the risks of drugs and alcohol such as the Drug and Alcohol Awareness Weeks.

10. Confidentiality

Staff cannot promise total confidentiality if a student discloses anything which could result in a student's being at risk of harm. This will be recorded on CPOMS, reporting to the Designated Safeguarding lead.

11. Early Intervention

The school will prioritise the identification of students at risk of drug and alcohol misuse. The process of identification will aim to distinguish between students who require general information and education, with those who could benefit from

targeted prevention, and those who require a detailed needs assessment and more intensive support. The school will work with agencies to offer appropriate and specific support.

12. Outside Agencies

Any visitors who work with our students will be appropriately qualified and trained to deliver workshops with children and young people in a school setting (See Guidance Sheet1). They will be aware of good practice that recommends the avoidance of shocking images and inappropriate descriptions of drug use and have a clear understanding of the aims and objectives of the session and have seen, and understood the school's drug education policy.

Visitors will be briefed on any particular sensitivities that there may be in the student group. Teachers should negotiate the content of the session, which is linked to the broader drug education and Beliefs and Values delivered by the school and relevant to the identified needs of the students.

Visitors should be made aware by the teacher that they are aware of the school's protocols for dealing with any disclosures or distress shown by students during the session.

13. Information sharing

Partnership working across agencies is vital for effective assessments of risk to ensure children's safety. The key themes to consider are communication, sharing of information and effective coordination of responses.

In assessing the suitability of sharing information, all efforts should be made to encourage the young person to give their informed consent. However, in accordance with information sharing guidance, consent is not needed where there is an overriding public interest, immediate risk to the life of a child or to prevent crime and disorder. If a decision is taken to share confidential information, a written record of any concerns including the reasons for breaching a student's confidentiality should be made. The concern, information shared and who with will be logged on CPOMS and the Designated Safeguarding Lead will be informed.

14. Staff Support and Training

Staff involved in teaching drug education, need opportunities to develop skills, knowledge and confidence in addressing drug issues with students through continuing professional development.

Drug education is more effective when taught by teachers who have the necessary subject knowledge and who are able to employ appropriate teaching methods.

Mosaic (Stockport's Young Peoples Drug and Alcohol Service) provide staff support and training as part of the Service Level Agreement with schools when schools buy the service.

15. Police Involvement

Professional judgment must be used when deciding to involve the Police.

16. Parental Awareness

Parents will be kept informed of what topics will be covered in drug education, and are provided with appropriate information on drugs and sources of help and support. This also helps to ensure that appropriate discussions take place at home, which reinforce what happens in the classroom.

If parents are concerned or suspect their child is involved in drugs/alcohol use they can contact Mosaic Family Service on 0161 218 1100 for advice and support.

17. Parents / Carers under the Influence of Drugs/ Alcohol on School Premises:

When dealing with parents/carers under the influence of drugs on school premises, staff should attempt to maintain a calm atmosphere. On occasions, a member of staff may have concerns about sending a student into the care of a parent/carer. In such instances, no child should be sent home with a parent/carer and the schools safeguarding policies and procedures must be followed.

The focus for staff will always be the child's welfare, as opposed to the moderation of the parent / carer's behaviour.

Where the behaviour of a parent / carer under the influence of drugs repeatedly places a child at risk or the parent / carer becomes abusive or violent, staff should consider following the safeguarding procedures.

18. Children of substance misusing parents/carers:

Because of the stigma surrounding drug misuse, many children will go to great lengths to hide their problems at home. Social and emotional effects can include feelings of hurt and rejection, shame, sadness and anger.

If staff are concerned about a young person whose parents/carers are misusing substances, they may report this to the designated safeguarding lead, logging the information on CPOMS. They may also contact Mosaic Family Team on 0161 218 1100 for advice and information or to make a referral.

19. **Controlled Drugs:**

In the event of finding a drug or suspected illegal substance in school it is vital that each incident is carefully managed, investigated and assessed, giving due consideration to the long term welfare of the student involved and the welfare of the wider school community.

The law permits staff to take temporary possession of a substance that they suspect is an illegal drug (including New Psychoactive Substances). This would be to prevent an offence from being committed or continued, relating to that drug, providing that all reasonable steps are taken to destroy the drug(s) or deliver it to a person lawfully entitled to take custody of it. This includes any new psychoactive substance, in light of the New Psychoactive Substance Act 2016.

20. **Responding to Drug Related Incidents:**

If any staff have concerns about a student involved in a drugs incident of any kind they should inform the Designated Safeguarding lead, Headteacher or a Deputy Safeguarding lead immediately.

If a student is under the influence of drugs and alcohol on school premises the school must prioritise the safety of the young person and those around them. (See guidance sheet 3).

Students should be referred via the appropriate form (See guidance sheet 8) and sent via email to Msbr.team@stockport.gov.uk or **Mosaic on 0161 218 1100**.

21. **Smoking and the use of electronic cigarettes**

Neither smoking nor the use of e-cigarettes by school employees, student's contractors or visitors is allowed on council maintained school property inclusive of both indoor and outdoor areas at any time.

Neither smoking nor the use of e-cigarettes by school employees, students, contractors or visitors is allowed whilst such people are on formal school trips /events etc. and whilst they are representing the school inclusive of both indoor and outdoor areas at any time.

22. **Sanctions:**

Where drugs or drugs paraphernalia are found on a student regardless of the quantity or intent to ensure Hazel Grove High School remains a drugs free environment the Headteacher will impose the appropriate sanction. This may include a fixed or permanent exclusion. The Headteacher reserves the right to exercise discretion when making exclusion decisions, in line with the DfE statutory exclusion guidance. The Headteacher will take into account the

individual circumstances of each case before making a decision about sanctions, including exclusions.

The school must make a referral to the Mosaic Drug and Alcohol Service following any decision to exclude a young person for a drug-related incident.

23. Referral and Support

Any students identified as being:

Involved in drug and alcohol use

Suspected of drug or alcohol use

Following any exclusion issued for a drug related incident

24. Before Mosaic can accept a referral from school :

The young person must be made aware of the referral and the reasons why it is being made

The Parent/ Carer must be made aware of the referral to Mosaic but it's at the discretion of the school to state reasons why.

It is compulsory for the school referring any young person under the age of 13 to inform the parents/carers of the referral and the reason/s why.

25. Searching, Screening and Confiscations:

Head teachers and staff authorised by them have a statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that the student may have a prohibited item. Prohibited items include alcohol and illegal drugs. The law says that the person conducting the search may not require the student to remove any clothing other than outer clothing. The Association of Chief Police Officers (ACPO) recommends that drug dogs and drug testing should not be used for searches where there is no evidence for the presence of drugs on school premises.

26. Suspicion/hearsay

Any hearsay/rumour about student drug and/or alcohol use will be carefully evaluated in the light of the school's own knowledge about the student and sensitively investigated before any action is taken. Steps will be taken to challenge unfounded rumours and their effects, e.g. challenging the behaviour

that might have led to the rumour and challenging the source of the rumour. If the rumour is found to be true, steps 3 and 4 will be followed.

27. **Possession**

If a student is found with or is suspected of possessing a harmful substance a member of the Senior Leadership must be sent for immediately. The student will need to remain with the discovering member of staff until senior leadership team arrives. The substance will then need to be handed to the member of the senior leadership team ideally, another adult should witness this transfer. This is to ensure that there is no accusation of a member of staff being in possession of the substance rather than the child. The situation will be investigated promptly and thoroughly and a CPOMS record made.

If there is suspicion of possession of a harmful substance but the student is unwilling to admit or hand over the substance, then a search may need to be carried out. Student searches will be carried out following the guidance laid out in the *'Screening, Searching and Confiscation advice for Headteachers, Staff and Governing Bodies'* guidance document. (Appendix B).

The Head Teacher will be informed immediately and the student will be isolated and monitored by a member of staff. The Headteacher will then discuss the severity of the incident with the investigating staff before informing the parents, who will be asked to come to the school. The Police maybe called if the situation is believed to be of a serious and/or illegal nature.

Parents/Carers will always be informed when a case of substance misuse has been positively identified. A three-way discussion will occur between all parties to ascertain the best way forward. This may include the involvement of outside agencies and the Police, especially in the case of drugs and solvents. The school will follow the behaviour policy when determining suitable sanctions for the offence.

28. **First Aid and Students Under the Influence of Drugs**

Students deemed to need first aid at the time of an incident will be assessed by a qualified member of the staff, who will decide if any further medical assistance is required. If a student is believed to be under the influence of drugs or alcohol then they will be isolated and monitored by a First Aider until parent/carers arrive and/or professional medical assistance if that has been requested.

29. **Recording Incidents**

All drug related incidents will be recorded on CPOMS and only seen by the Head of Year, Senior Link for the Year group and the Child Protection team.

30. **Disposal of Substances**

Any drugs or drugs paraphernalia will be collected by the police or if not taken by school staff to local police station for disposal within 48 hours.

Appendices:

Additional advice and guidance on concerns around drug and alcohol misuse can be found from the following organisations:

AA Alcoholics Anonymous is a fellowship of men and women who share their experience, strength and hope with each other that they may solve their common problem and help others to recover from alcoholism. Tel: 0800 9177 650 Website: help@alcoholics-anonymous.org.uk

Al-Anon Al-Anon Family Groups provide support to anyone whose life is, or has been, affected by someone else's drinking, regardless of whether that person is still drinking or not. For some members, the wounds still run deep, even if their loved one may no longer be a part of their lives or have died. Tel: 020 7403 0888. Website: www.al-anonuk.org.uk

Addiction is one of the UK's largest specialist drug and alcohol treatment charities. As well as adult services, they provide services specifically tailored to the needs of young people and their parents. The Skills for Life project supports young people with drug misusing parents. Website: www.addaction.org.uk

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services. Tel: 020 7553 7640 Email: admin@adfam.org.uk Website: www.adfam.org.uk

Alcohol Concern works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems. Tel: 020 7264 0510. Email: contact@alcoholconcern.org.uk Website: www.alcoholconcern.org.uk

ASH (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco. Tel: 020 7739 5902 Email: enquiries@ash.org.uk Website: www.ash.org.uk

Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people. Tel: 01206 877910 Email: clc@essex.ac.uk Website: www.childrenslegalcentre.com

Children's Rights Alliance for England - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child. Email: info@crae.org.uk Website: www.crae.org.uk

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm.

Tel: 020 7307 7450 Website: www.drinkaware.co.uk

Drinkline - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking. Tel: 0800 917 8282 (lines are open 24 hours a day)

Drug Education Forum – this website contains a number of useful papers and briefing sheets for use by practitioners: Website: <http://www.drugeducationforum.com>

DrugScope is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service. DrugScope also hosts the Drug Education Practitioners Forum. Tel: 00 7520 7550 Email: info@drugscope.org.uk Website: www.drugscope.org.uk

FRANK is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs. 24 Hour Helpline: 0800 776600 Email: frank@talktofrank.com Website: www.talktofrank.com

Schools can receive free FRANK resource materials, updates and newsletters by registering at <http://ddshl.broadssystem.com/freeleaflets.aspx>

Mentor UK is a non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives. Tel: 020 7739 8494. Email admin@mentoruk.org Website: www.mentoruk.org.uk

National Children's Bureau promotes the interests and well-being of all children and young people across every aspect of their lives. Tel: 020 7843 6000 Website: www.ncb.org.uk

Family Lives - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects. Tel: 0800 800 2222 Website: <http://familylives.org.uk>

Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse) A national charity providing information for teachers, other professionals, parents and young people. Tel: 01785 817885 Information line: 01785 810762
Email: information@re-solv.org Website: www.re-solv.org

Smokefree - NHS Smoking Helpline: 0800 169 0 169 Website: <http://smokefree.nhs.uk>

Stars National Initiative offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse. Website: www.starsnationalinitiative.org.uk

Directgov Young People can help young people with information and advice on issues relating to health, housing, relationships with family and friends, career and educational options, money, as well as helping young people find out about activities they can get involved in. Website: <http://www.direct.gov.uk/en/YoungPeople/index.htm>

Youth Offending Teams – Local Youth Offending Teams are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to [prevent offending by young people under the age of 18. Website: <http://www.justice.gov.uk/global/contacts/yjb/yots/index.htm>

Guidance sheets for Schools

Guidance Sheet 1 External Agencies – Planned Input

Agency contact details: Name: Address: Contact person: Tel:	School contact details: Name:
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On arrival all visitors should report to Reception

Session to be delivered	
on:	(date)
an:	(time)
to:	Students <input type="checkbox"/>
	Age range <input type="checkbox"/>
	Teaching staff <input type="checkbox"/>
	Non-teaching staff <input type="checkbox"/>
	Parents <input type="checkbox"/>
	Governors <input type="checkbox"/>
	Others <input type="checkbox"/>
size of group:	

Agreed aims of the session:	Brief description of programme including methods:
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Preparatory work required:	Evaluation method:
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Checklist:	Yes	No	Comment / action:
Have qualifications been checked?			
Has the content of the session/s been discussed?			
If there is a disclosure does the agency know who to report it to?			
Have the materials / resources to be used in the session been reviewed?			
Have behaviour management issues been discussed?			
Have relevant school policies been explained or sent?			
Has the role of the teacher in the session been discussed?			
Has follow-up work been planned?			
Completed By			Date

Guidance Sheet 2

Drug Situations – Medical Emergencies

The procedures for an emergency apply when a child or young person or others are at immediate risk of harm. A person who is unconscious, having trouble breathing, seriously confused or disorientated or who has taken a harmful toxic substance, should be responded to as an emergency.

Your main responsibility is for any student at immediate risk, but you also need to ensure the well-being and safety of others. Put into practice your school's first aid procedures.

IF IN DOUBT CALL MEDICAL HELP

ALWAYS:

- assess the situation
- if a medical emergency, send for medical help and ambulance

BEFORE ASSISTANCE ARRIVES:

If the person is conscious

- ask the person what has happened and to identify any drug used
- collect any drug sample and any vomit for medical analysis
- do not induce vomiting
- keep the person under observation, not with another student, warm and quiet

If the person is unconscious

- ensure that the person can breathe and place in recovery position
- do not move the person if a fall is likely to have led to spinal or other serious injury, which may not be obvious
- do not give anything by mouth
- do not attempt to make the person sit or stand
- do not leave the person unattended or in the charge of another student

WHEN MEDICAL HELP ARRIVES:

- Pass on any information available and any substances found.

Guidance Sheet 3

SUGGESTED RESPONSES FOR MANAGING DRUG-RELATED INCIDENTS

If a student is involved, assess medical needs. Provide medical help as needed.
(Guidance sheet 3)

Take temporary possession of the drug/substance and inform senior team

Ensure that a second adult witness is present throughout

Seal the sample in a plastic bag and include details of the date and time of the seizure/find and witness present.

Store substance in a secure location, such as a safe or other lockable container with access limited to senior members of staff.

Notify the police without delay, who will collect it and then store or dispose of it in line with locally agreed protocols **. The law does not require a school to divulge to the police the name of the student from whom the drugs were taken and this would be a decision for the school, taking all relevant information into consideration.

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Notify the parents/carers, unless this is not in the best interests of the student(s) concerned.

Identify any Safeguarding concerns and follow relevant procedures.

Refer the student to the Mosaic School Based Link worker and where felt appropriate offer support to the parent/carer via the Mosaic Family Service.

Guidance Sheet 4

Guidance for managing Needles and Sharps.

Disposal of Drug Paraphernalia

Needles or syringes found on the School premises should be placed in a sturdy, secure container, using gloves. Used needles and syringes should be disposed of appropriately and not put in domestic waste.

What to do if you have a sharps injury

- Encourage puncture to bleed;
- Wash well under cold running water without soap and cover with a dry dressing;
- Seek medical advice immediately;

Please telephone Hygiene Action within Public Protection Team on 0161 474 4181 to dispose of needles and syringes.

Guidance Sheet 5

Contact with the Media

Contact with the media will be a particular concern for headteachers. Advice from the Council's Media and PR Manager can provide reassurance and help avoid pitfalls.

Schools should always seek advice before speaking to the media.

Contact Pat Morgan (Senior Adviser School Support) 474 3917

pat.morgan@stockport.gov.uk

or Stockport Council Media Office on 0161 474 3063.

If dealing directly with the media, schools should take account of the following guidelines:

- respond only through one identified person;
- do not respond if contacted at home, either in person or on the telephone;
- prepare a checklist of the key facts of the incident before any interview;
- If contacted unexpectedly, ask to be called back later when more information may be available;
- do not be drawn into expanding on your statement;
- do not make off-the-record comments (i.e. not for attribution) as this can lead to serious misunderstandings;
- do not release any information that could be prejudicial to individual students or the school, such as details that may be required in a court action;
- avoid commenting on events or circumstances that are outside the school's influence;
- show that the incident has been taken seriously and managed effectively;
- be positive wherever possible and conclude with a reassurance about the situation;
- treat media inquiries with respect and be aware of their deadlines. This is your opportunity to state the school's position, and if you do not respond before their deadline your views may not be represented.

Guidance Sheet 6

Drugs and the Law

The laws controlling drug use are complicated but there are three main statutes regulating the availability of drugs in the UK: **The Misuse of Drugs Act (1971)**, **The Medicines Act (1968)** and **The Psychoactive Substances Act (2016)**. The law around drugs is always changing, therefore we have put a link for you to follow to ensure that the correct information is provided:

<http://www.drugwise.org.uk/what-are-the-uk-drug-laws/>

The Misuse of Drugs Act (MDA) divides drugs into three classes as follows:

Class A:

These include: cocaine and crack, ecstasy, heroin, LSD, methadone, methamphetamine (crystal meth), fresh and prepared magic mushrooms.

Class B:

These include: amphetamine (not methamphetamine), barbiturates, codeine, ketamine, synthetic cannabinoids such as Spice and cannabis. All cathinone derivatives, including mephedrone, methylone, methedrone and MDPV were brought under control as Class B substances in 2010.

Class C:

These include: anabolic steroids, minor tranquillisers or benzodiazepines, GBL and GHB, khat and BZP.

Penalties

Maximum penalties under the Misuse of Drugs Act:

Drug class	Possession	Supply
Class A	7 years + fine	Life + fine
Class B	5 years + fine	14 years + fine
Class C	2 years + fine	14 years + fine

New Psychoactive Substances and the law (were know as Legal Highs)

The Psychoactive Substances Act came into effect on 26 May 2016. The Act makes it illegal to supply any 'legal highs' for human consumption. The changes in the law mean it's now an offence to sell or even give psychoactive substances to anyone for free, even to friends.

Many of the substances are now under the control of the Misuse of Drugs Act 1971

Punishments range from a prohibition notice, which is a formal warning, to 7 years in prison.

EQUALITY IMPACT STATEMENT

Names and titles of people involved with this assessment	Mark Sackville-Ford – Assistant Trust Director of SEND														
Title of Policy –	Drugs and Alcohol Policy														
Impact assessment carried out with regard to identified characteristics	<table border="0"> <tr> <td>Race</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Disability</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Gender</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Age</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Religion & belief</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Sexual orientation</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>SEND</td> <td><input checked="" type="checkbox"/></td> </tr> </table>	Race	<input checked="" type="checkbox"/>	Disability	<input checked="" type="checkbox"/>	Gender	<input checked="" type="checkbox"/>	Age	<input checked="" type="checkbox"/>	Religion & belief	<input checked="" type="checkbox"/>	Sexual orientation	<input checked="" type="checkbox"/>	SEND	<input checked="" type="checkbox"/>
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Religion & belief	<input checked="" type="checkbox"/>														
Sexual orientation	<input checked="" type="checkbox"/>														
SEND	<input checked="" type="checkbox"/>														
Summary of any issues/proposed changes	None														
Date	November 2021														
Date of next review	November 2022														