



Drug Policy

This policy has been developed in consultation with representatives of:

- The Senior Leadership Team
- The Family Support Worker
- Pupils
- Parent governors
- Outside agencies e.g. NHS/primary care trust, police.

Location and dissemination

The policy is available on the school web site, on the staff shared site and, as a paper copy, in the office,

Local and national references

The policy links to guidance from the Department of Education and Association of Chief Police Officers, government advice, local authority information and local healthy schools guidance.

The purpose of the policy

We aim to equip all our pupils with the necessary knowledge, skills and attitudes to enable them to be in a position to make informed, healthy choices and decisions and to prevent or reduce the harmful consequences of drug misuse.

The policy applies to;

- all staff, pupils, parents/carers, governors and partner agencies working with the school

Definitions and terminology

This document uses the term drug to refer to :
'a substance people take to change the way they feel, think, or behave.' This incorporates all legal drugs including alcohol and tobacco, and the over the counter and prescription medicine and illegal drugs, new psychoactive substances and other unauthorised substances.

Our rationale for drug education

Drug use and misuse have become increasingly common in our society. Children and young people of school age are part of society and as such the school recognises the need to:

- a) Prepare and equip pupils with important life skills needed for life in a drug using society;
- b) Provide pupils with the correct knowledge, allowing them to make important decisions and be safe;
- c) Deal with the broad range of drug related situations and incidents which may occur in the lives of our pupils and other involved in the life of the school.



Drug Education: Curriculum Provision

Aim:

The overall aim of drug education in the school is to equip pupils with the necessary knowledge, skills and attitudes to enable them to be in a position to make informed, healthy choices and decisions and to prevent or reduce the harmful consequences of drug misuse.

Objectives/pupil learning outcomes:

To provide accurate information about drugs and the law relating to them

To increase understanding about the implications and possible consequences of use and misuse of drugs

To provide opportunities to examine attitudes and values towards drug use

To promote the development of personal and social skills relating to health behaviour and the opportunity to practise them

To enable young people to identify sources of appropriate personal support

Context

- Drug education is provided within a broader framework of PSHE where wider issues of promoting health, positive behaviour and social responsibility can be addressed and where drug misuse prevention is just one component. (Specific drug related information is also provided within the statutory science curriculum).
- The school acknowledges that a positive health promoting ethos helps pupils feel valued and part of the school community and, in doing so, helps build self esteem and self images that may enable pupils to cope more effectively in drug related situations.
- PSHE Scheme of work covers the whole school (See appendix A for the PHSE long term plan from Reception to Year 6).

Parental Involvement:

The school believes that it is important to have the support of parents/carers and the wider community for the drug education programme. Parents are/will be given the opportunity to find out about and discuss the school's programme (e.g. through a parent awareness session or other opportunity).

Visiting Speakers

Visiting speakers from the community (e.g. health promotion specialists, drug advisers, community police officers) can make a valuable contribution to the programme. Their input is carefully planned so as to fit into and complement the programme.

Methods of approach:

In keeping with the school's approach to PSHE a variety of teaching and learning methods are used as appropriate to the topic and needs of the pupils (e.g. brainstorming, role play,



group discussion).

These strategies enable pupils to:

- Place new learning in the context of previous experience
- Explore currently held personal and cultural beliefs and values in the context of new learning
- Apply new learning to other situations
- Relate new knowledge to current behaviour, so as to be able to make and act on informed choices
- Actively consider the implications of the learning for themselves, society and the environment.

Monitoring and evaluation:

The PSHE co-ordinator will monitor delivery of the programme through observation and discussion with teaching staff to ensure consistent and coherent curriculum provision.

Evaluation of the programme's effectiveness will be conducted on the basis of:

- Pupil and teacher evaluation of the content and learning processes
- Staff meetings to review and share experience
- Assessment of pupil learning objectives/outcomes
- Work sampling

Substances on site

Tobacco

The school operates a no smoking policy at all times throughout the building and grounds. This policy applies to pupils, employees, parents and visitors.

Alcohol

The consumption of alcohol during the working day is prohibited for all members of the school community.

The Head teacher must be consulted and permission obtained before arranging any functions at which alcohol may be consumed.

Alcohol should not be consumed at any function where pupils are present.

Solvents

The school recognises that many ordinary substances lend themselves to misuse and therefore need to be carefully stored and managed. White board markers should be kept secure at all times. Refer to COSHH regulations relating to the secure storage and safe keeping of solvent substances in classroom and labs.

Medication: Over-the-counter and Prescribed Drugs

- Asthma reliever inhalers are kept by the school office for easy and immediate access
- Any medicines that need to be taken by children during the school day must be kept in the school office, clearly labelled with the child's name and instructions for use.



Staff are not obliged to administer medicines and parents must come in to school to administer medication to their child or the child must be able to administer their own medication.

- Special arrangements may be made for children suffering from serious medical conditions who may require urgent or specialised care. Such conditions could be Asthma, Anaphylaxis, Diabetes and Epilepsy. In such cases parents need to agree an individual treatment plan in accordance with "Pupils' Health and the Administration of Medicines Guidance for Schools" and the school doctor.

School excursions (day and residential)

The school's policy on drugs applies to all school excursions.

RESPONDING TO DRUG RELATED INCIDENTS:

The school acknowledges pastoral responsibility in this area and seeks to work closely with families and support agencies.

The school will consider each drug incident individually and recognises that a variety of responses will be necessary to deal with incidents. It will consider very carefully the implications of any action it may take. The school seeks to balance the interests of the pupils involved, the other members and the local community.

The range of responses includes:

1. The use of in-school counselling services (these are confidential sessions provided by professionals from young people's counselling services)
2. Referral to outside agencies for counselling treatment.
3. Case references to discuss the options carefully before devising action plans to enable pupils to remain in school and receive appropriate help.
4. Behaviour contracts (setting out clearly the terms on which a pupil can remain at the school – emphasising positive rather than negative behaviour).
5. Intensive in-school programmes (DfE guidance "Social Inclusion and the use of Pastoral Support Programmes").
6. Inter-agency education programmes such as Drug and Alcohol Youth Support Service (DAYS).

Possible sanctions include detentions/parents taking pupils home for the day, fixed term exclusion, fixed term cessation of privileges. Permanent exclusion remains an option but is viewed as a final course of action as it may only transfer the problem.

- The management of drug related incidents is co-ordinated through the Senior Leadership Team member.
- Incidents involving drugs may take the form of emergencies, intoxication, discovery/observations, disclosure, suspicion/hearsay.

Emergency situations/Intoxication

If a pupil is deemed to be in danger as a result of drug misuse (e.g. collapsed, unconscious)



the following course of action should be taken:

- Notify reception by the fastest possible means to call an ambulance and briefly outline the cause of the emergency.
- Summon help immediately from another member of staff and send for a first aider.
- Provide emergency aid to pupil as appropriate.
- Notify the Headteacher or another senior Leader.
- Notify the pupil's parents.
- Remove, in the presence of an adult witness, any suspicious substances/equipment and retain in case they are required by ambulance staff.
- Record the incident in the school's medical book and complete an incident form.

A written report will be given to the Headteacher.

Discovery/observation

- If a pupil is discovered possessing, using or dealing any substance not permitted in school (s)he will be escorted to a senior member of staff.
- The senior member of staff will seek to remove any suspicious substances from the pupil (in the presence of an adult witness) or to secure the voluntary production of any substances believed to be concealed on the pupil's person. (Intimate physical searches should not be made by any teacher). Any substance taken possession of will be sealed in a labelled plastic bag, signed by the witness present with the date and time added.
- The situation will be investigated promptly and thoroughly and a written record made.
- The pupil will be kept out of class/away from peers but supervised by an adult at all times. Parents will be informed and asked to attend the school.
- The Headteacher will be notified who, in turn, will sanction appropriate interim pastoral and disciplinary measures and notify the pupil's parents.
- If the substance is suspected of being illegal, the Headteacher will call the local police to help with identification of the substance and give appropriate police involvement.
- The governing body of the school will subsequently be informed.

Disclosure

A pupil may disclose to a member of staff that (s)he has been using drugs or is concerned about someone else's drug use of out of school hours.

Concern for the pupil's welfare will be paramount but teachers will not be able to promise complete confidentiality and should make this known to any pupil seeking such an assurance. Information about a pupil in relation to drugs will follow the same procedure as for other sensitive information.



Suspicion/hearsay

Any hearsay/rumour about pupil drug use will be carefully evaluated in the light of the school's own knowledge about the pupil and sensitively investigated before any possible action is taken.

If staff believe the rumour to be unfounded steps will be taken to challenge the rumour and its effects, e.g.

- Challenging the behaviour that might have led to the rumour
- Challenging those responsible for circulating ill-formed information
- Challenging the environment in which rumours breed

Substance Misusing Parents

The school recognises that some of its pupils may have a parent whose drug use (legal and/or illegal) is problematic. The child's welfare in this case is paramount and the school will act, within the legal limits that it can, to support the child in a variety of ways, both practically and emotionally.

If a member of staff suspects that a parent collecting their child from school and intending to drive is intoxicated the police advice is that efforts should be calmly made to help the parent think of alternative, safer ways of getting home. This might include walking home, getting somebody else to collect them or calling a taxi. If the parent becomes aggressive and insists on driving on no account should staff put their own safety or security at risk. If possible staff should note down details of the car and phone the police with this information as soon as possible.

Training and support for staff

All new staff to the school benefit from a drug education training programme in order to enhance their PSHE delivery skills. Support for teaching and understanding drug-related issues is also incorporated in our staff meeting programme using a range of agencies.

Review of this policy

This policy is reviewed annually and in the light of any incident that may occur relating to drugs or any new findings arising from educational research.

Information sharing

- Specify the school's approach to sharing information and how it will secure pupils' and, where necessary, parent/carers' agreement for this.
- Specify the school's approach to ensuring that sensitive information is only disclosed internally or externally with careful attention to pupils' rights and needs.
- Outline local safeguarding to be followed if a pupil's safety is considered under threat, including incidences of parental drug or alcohol misuse (or make links to relevant school policy).

Involvement of parents/carers



- Include the policy for informing and involving parents/carers about incidents involving illegal and other unauthorised drugs.
- Outline the school's approach to encouraging parental involvement in developing and reviewing the policy and in their child's drug education.

The role of governors

- State the arrangements for ensuring that governors are well informed on drugs issues as they affect the school.
- Outline the role of governors (or a designated governor if appointed) in policy development and overseeing the drug education programme, and contributing to any case conferences called, or appeals against exclusions.

Liaison with other schools

- Explain where schools are working together, for example: the drug education curriculum, the management of incidents, training opportunities and transitions between schools.

Liaison with other agencies

- State negotiated and agreed procedures for collaborating with local agencies that can offer targeted and specialist support to pupils needing either.

Staff conduct and drugs

- State the arrangements for ensuring that staff are aware of their responsibilities in relation to drinking and other drug use in school hours and on school trips.



ANNEX A

Useful Organisations

Addaction 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: 020 7520 7550 Email: info@drugscope.org.uk Website: www.drugscope.org.uk13



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> 14