



Drugs Policy

Revised July 2016

Drugs Policy

Introduction

This school recognises the importance and value of educating children about Drugs. Drug education is not seen as a completely separate part of our curriculum but is delivered through our personal, social and health education (PSHE) and citizenship lessons following the local authority's scheme of work. Our school recognises its commitment in meeting the requirements of the recent National Curriculum.

In science it is a statutory requirement that children in KS2 recognise the impact of diet, exercise, drugs and lifestyle on the way their bodies function. Also children in KS2 should know how to keep their bodies healthy and how their bodies might be damaged including how some drugs and other substances can be harmful to the human body as well as being able to work scientifically to explore scientific research on relationships between diet, exercise, drugs, lifestyle and health.

Definition of Drugs

The definition of a drug given by the United Nations Office on Drugs and Crime is: *A substance people take to change the way they feel, think or behave.*

The term 'drugs' and 'drugs education,' unless otherwise stated is used throughout this policy to refer to all drugs:

- all illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- all legal drugs, including alcohol, tobacco and volatile substances (those giving off a gas or vapour which can be inhaled.)
- all over-the-counter and prescription medicines.
- all novel psychoactive substances.

The aim of drug education

Drug education is a major component of drug prevention. Drug prevention aims to: minimise the number of young people engaging in drug use; delay the age of onset of first use; reduce the harm caused by drugs; and enable those who have concerns about drugs to seek help.

The aim of drug education is to provide opportunities for pupils to develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions.

Drug education is an important aspect of the curriculum for all schools. It should:

- increase pupils' knowledge and understanding and clarify misconceptions about:
 - the short- and long-term effects and risks of drugs
 - the rules and laws relating to drugs
 - the impact of drugs on individuals, families and communities
 - the prevalence and acceptability of drug use among peers

- the complex moral, social, emotional and political issues surrounding drugs
- develop pupils' personal and social skills to make informed decisions and keep themselves safe and healthy, including:
 - assessing, avoiding and managing risk
 - communicating effectively
 - resisting pressures
 - finding information, help and advice
 - devising problem-solving and coping strategies
 - developing self-awareness and self-esteem
 - enable pupils to explore their own and other peoples' attitudes
 - towards drugs, drug use and drug users, including challenging stereotypes, and exploring media and social influences.

Equal Opportunities

While our policy is applicable to everyone within our school we do recognise that our pupils may have varying attitudes towards drugs which are influenced by their cultural and religious backgrounds and their life experiences, values and beliefs.

While being sensitive to pupils varying beliefs we recognise the importance of preparing all our pupils for the drug-related situations they may encounter and the decisions they may face.

The Roles of the Headteacher and Governing Body

The Headteacher takes overall responsibility for the policy and its implementation, for liaison with the Governing Body, LEA and appropriate outside agencies such as South Tyneside's Drug Action Team. The Headteacher will also deal with drug related incidents. The Headteacher will also ensure that all staff dealing with substance issues are adequately trained and supported.

The teacher with responsibility for the overall daily implementation of the policy and related curriculum content is the PHSCE Co-ordinator Mr P J Mackay.

The Governor with responsibility for Health Education including Drugs is Mr J Cripps.

Dissemination of the Policy

The policy has been distributed to all staff and governors after a consultation period. Our school council provided a forum for our children to contribute prior to its initial publication. The policy is available on our school's website.

Managing Drug Related Incidents

Our school is aware that it is responsible for sending *"...a clear message to the school community that the possession, use or supply of illegal and other unauthorised drugs (as designated by the Headteacher) within school boundaries is unacceptable."* (DfES, 2004,p51)

Defining School Boundaries

The policy is in broad terms applicable to all within our school community and extends beyond the school premises and grounds to include journeys in school time, work experience and residential trips. Our school day begins at 08:50 and ends at 15:20 for KSI and 15:30 for KS2, we have a duty of care responsibility for our children from 08:40 onwards in the morning until the end of the afternoon session.

Pupils whose parents/carers or family members misuse drugs

While acknowledging that a parent/carer with a drug problem does not necessarily neglect their child or put them at risk our school is conscious that drug misuse within a family may place children at greater risk of emotional and or physical harm.

Where the school is aware or suspects, or if a child discloses that there are difficulties at home and it is not deemed a child protection issue the school will assess the pupil's welfare and support needs. This will involve identifying sources of support for the child, and where appropriate the family.

Our school will liaise with the LEA and DAT regarding the most appropriate agencies and services available.

Confidentiality

Teachers cannot and should not promise pupils total confidentiality. If a pupil discloses sensitive information and asks that this is not passed on the request should be honoured unless it is unavoidable due to the following:

- child protection
- co-operating with a police investigation
- referral to external services

Schools and The Misuse of Drugs Act

Our school as an establishment understands that it is an offence under Section 8 of the Misuse of Drugs Act 1971 for its management to knowingly permit the supply or production of any illegal drugs on the premises.

Authorised Drug Use In School

Illegal Drugs

While illegal drug use has no place in schools there are instances when other drugs may be legitimately used.

Medicines

While recognising that managing medicines is not normally a part of a teacher's duties our staff will look after asthma inhalers for our children and make them available for them when they are needed. They will also administer certain drugs to children in an emergency if they have been appropriately trained in their use and prior permission has been given by parents e.g. certain members of staff have had training in using Epipens (these are kept in the staff room). All medicines must only be administered in accordance with the prescriber's instructions as displayed on the container packaging.

Where a child is well enough to attend school but has a prescribed medicine that needs to be given during the school day arrangements for parents/carers to administer the medicine will be made.

Our staff will not under any circumstances give non-prescribed medication to pupils.

Volatile Substances

Please see school's Health and Safety policy

Alcohol

Our school never sells alcohol on the premises. Occasionally under the Headteacher's discretion alcohol may be consumed on the premises on special occasions.

Tobacco

Our school is a smoke free school (please see definition of school boundaries which outlines restrictions as regards smoking).

The Role of the Police

Legal Drugs

Our school will consult with the police about the inappropriate sale or supply of tobacco, alcohol or volatile substances to pupils in the local area. Where use of the above drugs is also evident on or around our school premises we will again inform the police.

Illegal drugs

Our school will report all incidents involving illegal drugs to the police. The school will involve the police in the disposal of all illegal or suspected illegal drugs.

Taking Temporary possession of and disposal of suspected illegal drugs.

Where an illegal or suspected drug is found on the school premises school staff will take temporary possession of the substance. In taking temporary possession of a substance our staff will attempt to 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.

- the bag will then be locked in the school safe with access allowed only to senior management.
- the police will be notified without delay, who will then collect and dispose of it.

Our school will divulge to the police the name of the pupil from whom the drugs were taken.

- full details of the incident will be recorded including the police incident reference number (see appendix 1 *Record of incident involving unauthorized drug*).
- parents/carers will be interviewed by the police.

School Trips

The above policy applies on all school trips (see definition of school boundaries).

Confiscation and disposal of other unauthorised drugs:

Alcohol and tobacco

Parents and carers will be informed and given the opportunity to collect these drugs unless this would jeopardise the safety of the child

Volatile substances

Our school because of the danger of these substances will arrange for their safe disposal. Small amounts can be placed in a bin to which pupils do not have access.

Medicines

Parents/carers should collect and dispose of unused or date-expired medicines.

Disposal of drug paraphernalia

Syringes will be placed in a tin with a lid using gloves. The school will liaise with the LEA or DAT on the best way to dispose of the contents of a sharp container.

Searches

Personal Searches

Our staff will not conduct personal searches and this includes the searching of outer clothing and inside pockets. Every effort will be made to persuade the child in the presence of a second adult witness to hand over voluntarily any drugs. Where the individual refuses the police will be called.

Searches of school property

Staff may search school property for example pupils desks if they believe drugs are stored there. Our pupils will be made aware that if they refuse to consent to their desk being searched a search will still take place.

Searches of personal property

Staff will not search pupils' personal property without consent. If consent is refused parents/carers will be informed who may persuade their child to give consent or if they wish to proceed along formal lines calling the police.

After any search involving pupils parents/carers will always be contacted by the school whether

the result of the search is positive or negative.

Responding to drug incidents

Dealing with medical emergencies involving drugs

The safety and welfare of our children such as meeting medical emergencies with first aid will take priority over addressing further issues with regards to drugs. (see appendix 2 *Drug situations-medical emergencies*)

Establishing the nature of incidents

The Headteacher will investigate any drug incident on the school premises. The school has adopted a flexible response to every drug incident. Our school will take account of:

- what does the pupil have to say?
- is this a one-off incident or longer-term situation?
- is the drug legal or illegal?
- what quantity of the drug was involved?
- what was the pupil's motivation?
- is the pupil knowledgeable and careful or reckless as to their own or others safety and how was the drug being used?
- what are the pupil's home circumstances?
- does the pupil know and understand school rules?

If during the course of its investigation the school decides that the police should be involved we will cease detailed questioning and leave it to the latter.

A range of responses

Our school will consider all of the above before responding to individual instances.

Fixed-period exclusion

This will only be considered for serious breaches of the schools behavioural policy. Exclusions will only take place after a thorough investigation unless there is an immediate threat to the safety of others in the school or the pupil concerned.

A managed move

This will only be considered for serious breaches of discipline and where it is clearly in the best interests of the pupil. This will only be considered after consultation with the LEA and the child will be supported with integrating within their new school.

Permanent exclusion

This will be only considered for the most serious of incidents. The precise circumstances of each case and the nature of the incident and evidence available will be carefully considered before a pupil is permanently excluded.

Our school understands that where a child is permanently excluded for supplying an illegal drug, having repeated possession and or using an illegal drug on school premises the Secretary of State would not normally expect the governing body or an independent appeal to reinstate the pupil.

Parents/Carers under the influence of drugs on school premises.

If a teacher has concerns about discharging a pupil into the care of a parent/carer a senior member of staff will be informed. The staff member will then discuss with the parent/carer if alternative arrangements can be made.

Where the behaviour of a parent/carer repeatedly places a child at risk or if they become abusive or violent child protection procedures and or/police involvement will be considered.

Working with the media

Our school will seek advice from the LEA or Local Authority press office on how local media enquiries should be handled to encourage any reporting on the school's drug policy or drug incidents to be fair, accurate and timely. Only the Headteacher or designated members of the senior management team will discuss drug incidents on the school premises with the media.

Drugs in the workplace

The school will refer to guidelines on page 123 and 124 of *Drugs: guidance for schools* when dealing with incidents regarding drugs that involve members of staff.

Appendix 1: Record of incident involving unauthorised drug page 122 of drugs guidance for schools.

Appendix 2: Drug situations - medical emergencies.

PJ Mackay
PSHE Coordinator
July 2016

Appendix 11: Record of incident involving unauthorised drug

- 1 For help and advice, telephone the LEA.
- 2 Complete this form **WITHOUT** identifying the pupil involved.
- 3 Copy the form.
- 4 Send the copy within 24 hours of the incident to the LEA.
- 5 **KEEP** the original, adding the pupil's name and form – store securely.

Tick to indicate the category:

Drug or paraphernalia found ON school premises	<input type="checkbox"/>	Pupil disclosure of drug use	<input type="checkbox"/>
Emergency/intoxication	<input type="checkbox"/>	Disclosure of parent/carer drug misuse	<input type="checkbox"/>
Pupil in possession of unauthorised drug	<input type="checkbox"/>	Parent/carer expresses concern	<input type="checkbox"/>
Pupil supplying unauthorised drug on school premises	<input type="checkbox"/>	Incident occurring OFF school premises	<input type="checkbox"/>

Name of pupil*:	Name of school:
Pupil's form*: (*For school records only)	Time of incident: am/pm
Age of pupil: Male/Female	Date of incident:
Ethnicity of pupil**:	
Tick box if second or subsequent incident involving same pupil	<input type="checkbox"/>
Report form completed by:	

First Aid given?	Ambulance/Doctor called? (Delete as necessary)
Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> Called by:
First aid given by:	No <input type="checkbox"/> Time:

Drug involved (if known): (e.g. Alcohol, Paracetamol, Ecstasy)	Drug found/removed? YES/NO
Senior staff involved:	Where found/seized:
	Name and signature of witness:
	Disposal arranged with (police/parents/other):
	At time:
	If police, incident reference number:

Name of parent/carer informed*: (*For school records only)
Informed by:	At time:

Brief description of incident (including any physical symptoms):

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Other action taken: (e.g. Connexions or other agency involved, Educational Psychologist report requested, case conference called, pupils/staff informed, sanction imposed, LEA/GP/Police consulted)

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(continue on blank sheet if necessary)

[Adapted from: The Right Responses (DrugScope, 1999)]

** Categories: British, Irish, other white, white and black Caribbean, white and black African, white and Asian, other mixed, Indian, Pakistani, Bangladeshi, other Asian, Caribbean, African, other black, Chinese, any other, not stated.

Appendix 9: Drug situations – medical emergencies

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

Your main responsibility is for any pupil 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 any 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 them what has happened and to identify any drug used
- collect any drug sample and any vomit for medical analysis
- **do not** induce vomiting
- **do not** chase or over-excite them if intoxicated from inhaling a volatile substance
- keep them under observation, warm and quiet.

If the person is unconscious:

- ensure that they can breathe and place in the recovery position
- **do not** move them 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 them sit or stand
- **do not** leave them unattended or in the charge of another pupil
- notify parents/carers

For needle stick (sharps) injuries:

- encourage wound to bleed. **Do not** suck. Wash with soap and water. Dry and apply waterproof dressing
- if used/dirty needle seek advice from a doctor.

When medical help arrives

- pass on any information available, including vomit and any drug samples.

Complete a medical record form as soon as you have dealt with the emergency.