

E P COLLIER PRIMARY SCHOOL

DRUGS POLICY

This policy was reviewed in January 2014 in line with 'DfE and ACPO drug advice for schools' DFE-00001-2012.

Context of the Policy and its Relationship to Other Policies

All schools must provide a curriculum that is broadly based, balanced and meets the needs of all pupils. Under section 78 of the Education Act 2002 and the Academies Act 2010 such a curriculum:

- Promotes the spiritual, moral, cultural, mental and physical development of pupils at the school and of society
- Prepares pupils at the school for the opportunities, responsibilities and experiences of later life

Drugs education forms part of our broad and balanced curriculum.

Set in the broader context of PSHE, our drugs education reflects whole school values. This includes "giving young people the knowledge, skills and attitudes to appreciate the benefits of a healthy life style and relate these to their own actions, both now and in their future lives". (SCAA/DFEE Circ. 4/95)

We aim to:

- Enable children to make healthy informed choices through increasing their knowledge, challenging their attitudes and developing and practising skills
- Increase awareness of the implications and possible outcomes that may result from drug use and misuse
- Encourage and support those who may experience or have been experiencing, drug use
- Increase understanding about related health, social and legal issues
- Aid children in identifying where help and support can be found

We intend to achieve these aims through:

- A co-ordinated and consistent approach to the curriculum and any related incident that might arise
- An appropriate teaching programme with specific objectives linked to the areas covered
- Reinforcement of key issues and messages at different ages and stages in different situations
- Content and teaching approaches which match the needs and maturities of all pupils, including those with SEN
- Integration of drug education into the curriculum
- The involvement of staff, governors, parents / carers and relevant visitors
- Training and support for teachers in the planning and delivery of drugs education
- Regular review and evaluation of policies and programmes
- Providing a smoke free environment and setting a positive role model as staff

The policy links with the school's Safeguarding Policy, Behaviour Policy and Health and Safety Policy.

Definitions

For the purpose of this policy, the word 'drug' refers to any mood altering substance - this includes alcohol, tobacco, illegal drugs, medicines, new psychoactive substances ('legal highs') and volatile substances.

Drugs, Health and the Needs of Pupils

The possession, use or supply of illegal and other unauthorised drugs within school boundaries is unacceptable. This includes the school premises and grounds, journeys or visits in school time and residential trips. It also includes external school activities on the school site and activities run by other groups on the school site.

The school has procedures in place for the administration of prescription and non-prescription medicines. See Health and Safety Policy, Supporting Pupils at School with Medical Conditions Policy, Asthma Policy and RBC's Supporting Pupils at School with Medical Conditions Policy.

Alcohol may, on occasions, be available at some events organised by adult members of the school community. Children under the age of 18 will not be permitted to consume alcohol within the school boundaries or be given bottles containing alcohol as prizes. Any alcohol stored temporarily on the school premises will be in a locked cupboard/room.

The school and premises is a smoke free zone and has a separate Smokefree policy.

The priority in managing drugs is the health and safety of the school community and meeting the pastoral needs of the children.

Roles and Responsibilities

The policy relates to all members of the school community. All adults employed at EP Collier have a responsibility for drugs education and must be fully aware of this policy and its implications for themselves and for others in the school community.

The Governing Body

The role of the governing body is to ratify the policy and support the school, the Headteacher, the PSHE co-ordinator and the staff in its implementation as a whole school issue.

The Headteacher

The role of the Headteacher is to support the PSHE co-ordinator in the implementation of the policy, to take the final response to any situation which may arise and to be the 'public face' of the school in respect of drug issues, in particular with the media. The Headteacher is the lead Safeguarding Officer for the school.

The PSHE Co-ordinator

The PSHE co-ordinator's roles and responsibilities are to:

- Manage, support, monitor, evaluate, review and develop the drug education programme across the whole school
- Ensure the drug education programme is adequately resourced
- Be up to date, informed and trained about relevant local and national developments, and to communicate these to relevant staff

- Provide confidential support for staff involved with drugs education and drug related incidents
- Organise regular staff training on drug issues
- Liaise with relevant schools about continuity, progression and consistency with regard to both the programme and responses to incidents
- Keep the head teacher fully informed of all incidents

Other staff

All staff in the school will implement the policy and keep the Head teacher informed about relevant drug related incidents.

Staff Support and Training

The PSHE co-ordinator is responsible for arranging regular staff training on drug issues. The co-ordinator is expected to attend all relevant training days and to keep staff informed of issues arising from these.

Delivery

Drugs Education in school will be delivered through:

- Planned aspects of National Curriculum subjects such as RE and PSHE
- Class, KS and whole school assemblies
- Visits from speakers eg school nurse, local community police etc.
- Visits to appropriate places eg hospitals, police stations etc.
- Story and circle times

Visitors

All visitors involved in drug education should be aware of the school's policy and be informed of the children's understanding and progress. It is advisable that visitors should not be left alone to work with pupils. The teacher needs to be part of the experience so he/she can provide appropriate follow up work.

Measurements of Success

The PSHE co-ordinator will monitor the delivery of drug education in the school, the impact of which will be discussed with teaching staff as part of the overview of the PSHE curriculum.

The Head Teacher will monitor the successful implementation of this policy.

Involvement of Parents/Carers

Parents / Carers will be informed, at the earliest opportunity, about drugs related incidents which involve their child unless this will put the child at risk of significant harm. This will enable school and home to work together with the emphasis being upon the child and not the drug.

Parents / Carers will be kept informed about the school's approach and rationale for drug education.

The school will help parents / carers access information about drugs and about local and national sources of help.

Disclosure, Confidentiality and Safeguarding

Parents / Carers will be informed about drugs related incidents which involve their child unless this will put the child at risk of significant harm.

Confidentiality cannot be promised to a child when their safety is the major concern. They should be informed that you will have to tell someone and who that person or persons will be. They should be kept up to date on the procedures as much as is possible and safe to do.

Information concerning risk to the pupils must be passed on immediately to the Headteacher or the lead Safeguarding Officer in the school.

Some pupils may choose to disclose or mention instances of drug use within the class or with individual members of the school community. While staff want to be supportive, it is clear that they work within child protection guidelines and must state clearly that they may not guarantee confidentiality.

The Management of Drug Related Incidents

Principles

- Above all, the focus must be on the child, not the drug
- We must recognise each situation individually and draw on other policies such as Behaviour and Safeguarding for support or as a reference
- At all times, the interests of the individual, other members of the school and the wider community must be considered accordingly

Drugs in School

All authorised drugs (prescribed or non-prescribed) will be kept in a locked school cupboard/room. (See Health and Safety Policy)

Any unauthorised drugs found in school will be confiscated. In taking temporary possession of suspected illegal drugs staff will follow the following procedure:

- A second adult witness will be present throughout
- Any samples will be sealed in a plastic bag and details of the time, date and witness will be recorded
- The sample will be stored in a secure locked location
- The police will be notified immediately and will collect/dispose of the sample
- Staff do not have to disclose the name of any pupil from whom drugs were taken
- Full details of the incident including police reference number will be recorded
- Parents/carers will be informed unless this would put the pupil at risk of harm

If needles or syringes are found on the school premises they will be placed in a sturdy, secure sharps disposal container.

School procedures for managing drug-related incidents (for all of the school community, including parents / carers on premises)

Always:

- Assess the situation
- Staff with first aid qualifications should be called and the person should not be left alone
- 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 the drug used
 - Collect any drug sample and any vomit for medical analysis
 - **Do not** induce vomiting
 - Keep the person under observation, 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 a pupil

When medical help arrives pass on any information available including vomit and any drug samples.

PLEASE COMPLETE THE ACCIDENT/INCIDENT BOOK AS SOON AS YOU HAVE DEALT WITH THE EMERGENCY.

Key staff involved should decide if disciplinary and/or counselling action should be taken. Consideration should be given, by the Headteacher, to informing the local community police officer.

Visitors, parents/carers under the influence of drugs or alcohol

All visitors to school should come into school through the school office. The office will refuse entry to anyone they feel is under the influence of drugs or alcohol and may cause a danger to themselves or others. If staff feel a parent/carer is under the influence of drugs or alcohol and are concerned about their own or others' safety, the police should be called.

School Staff Conduct and Drugs

The school will follow its policy and procedures as set out in The Drugs and Alcohol Policy.

Referral and Support

The school will refer children and other members of the school community to outside support agencies as considered appropriate.