

Bushey Heath Primary School Drugs Policy

(see also Behaviour and Discipline; Health, Safety and Welfare; PSHCE)

1 Introduction

- 1.1. This policy reflects guidance from the Department for Education and the Association of Chief Policy Officers (September 2012) as well as the content of national Curriculum schemes of work. It also accords with advice in the Healthy Schools Programme, guidance from the LEA, and guidance from the local Drug Action team.
- 1.2. Schools have a statutory duty to promote pupils' wellbeing, as part of this duty schools have a clear role to play in preventing drug misuse as part of their pastoral responsibilities. The first concern of the school in managing drugs is the health and safety of the school's community and meeting the pastoral needs of pupils.

2 Aims

- 2.1 The aims of this policy are to:
 - clarify the school's approach to drugs for staff, pupils, governors, parents and carers, and to clarify the legal requirements and responsibilities;
 - give guidance to staff on the school's drugs education programme;
 - safeguard the health and safety of pupils and staff in our school;
 - enable staff to manage drug-related incidents properly.

3 Terminology

- 3.1 The term 'drugs' 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 and tobacco, and also volatile substances (those giving off a gas or vapour which can be inhaled) and new psychoactive substances;
 - all medicines, whether over-the-counter or on prescription.

4 Bushey Heath Primary School Statement

- 4.1 The presence of unauthorised or illegal drugs in our school is not acceptable.
- 4.2 We want our school to be a safe place for us all, and the presence of unauthorised drugs represents a threat to our health and safety.

5 Responsibilities

- 5.1 The headteacher will:
 - ensure that staff and parents are informed about this drugs policy;
 - ensure that the policy is implemented effectively;
 - manage any drug-related incidents;
 - ensure that staff are given sufficient training, so that they can teach effectively about drugs, and handle any difficult issues with sensitivity;

Drugs Policy

- liaise with external agencies where appropriate (including the police) regarding the school's drugs education programme and incidents;
- monitor the policy on a day-to-day basis, and report to governors annually or when requested, on the effectiveness of the policy.

5.2 The governing body will:

- establish general guidelines through this policy on drugs education;
- support the headteacher in following these guidelines;
- ensure they are well informed on drugs issues as they affect the school and keep up to date on government and LEA guidance so that the school's policy is in line with the best advice available;
- support the headteacher in any case conferences, or in appeals against exclusions.
- refer to the Behaviour Policy for sanctions.

6 Objectives of Drugs education

6.1 Drugs education should enable pupils to develop their knowledge, attitudes and understanding about drugs, and to appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions. It should:

- build on knowledge and understanding;
- provide accurate information, and clear up misunderstandings;
- explore attitudes and values, and examine the risks and consequences of actions relating to drugs;
- develop pupils' interpersonal skills, their understanding of rules and laws, and their self-awareness and self-esteem;
- ensure that all children are taught about drugs in a consistent manner, following guidelines in this policy.

7 Drugs Education

7.1 We regard drugs education as a whole-school issue, and we believe that opportunities to teach about the importance of a healthy lifestyle occur naturally throughout the curriculum, but especially in Science, PSHCE and PE. There are also opportunities in circle time.

7.2 Teaching about drugs will begin in Key Stage 1, when pupils are taught about seeing the doctor, visiting the chemist, and the importance of medicines and their safe handling.

7.3 In Key Stage 2 pupils will learn that alcohol is the most widely used drug, and that its dangers can be overlooked. We will ensure that our pupils are aware of the risks associated with drinking. We teach pupils that smoking is a minority habit, and encourage them to consider its effects and risks. We also teach pupils about the dangers of volatile-substance abuse, and of the high risk of accidental death, especially for first-time and occasional abusers.

7.4 We acknowledge that by the time pupils are in Year 6, some of them may have had some experiences with drugs already, so we must help to equip pupils to handle risky situations, before they actually meet them.

7.5 We recognise that learning is most effective when it addresses the development of knowledge, attitudes and skills together, and when teaching and learning are participative and active. We use a variety of teaching styles that are characterised by active learning. We find out what the children

Drugs Policy

know already, we pose dilemmas, and we get the children to discuss choices. Wherever possible the information we give is visually reinforced. We use drama, role-play or ICT to demonstrate various strategies and scenarios. In short, we seek to engage our pupils. We give them the opportunity to talk to groups or to the whole class. We encourage them to listen to the views of others, and we ask them to explore why drugs are such a problem for society.

- 7.6 We aim to teach all pupils about drugs, however different their attainment levels, and however diverse their requirements. We recognise that pupils with special educational needs may be more vulnerable, that different communities have different attitudes towards drug abuse, and that some pupils may have drug-abusing parents.
- 7.7 Drugs education takes place during normal lesson time. Sometimes a class teacher will seek support from the school nurse or another health professional. In teaching this course we follow the DfE and LEA guidelines. The resources and materials that we use are recommended either by the Health Authority or by the LEA. Lessons that focus on drugs education form part of a sequence of lessons that are designed to promote a healthy lifestyle.
- 7.8 The schools will ensure that pupils have access to and knowledge of up-to-date information on sources of help where appropriate (see Annex).

8 Drugs at School

- 8.1 Pupils may not bring prescribed medication into school. Parents may visit the school in the lunch break to bring and administer prescribed medication themselves, by prior arrangement.
- 8.2 Where children have medical needs, parents must give us details of the child's condition and medication. Parents will bring the medication to school in a secure, labelled container. Records will be kept of all medication received and given. Emergency medication may be stored securely in the classroom (for anaphylaxis or asthma); other drugs will be stored securely in the medical room.
- 8.3 Solvents and other hazardous chemicals must be stored securely, to prevent inappropriate access, or use by pupils. Teachers are cautious with older, solvent-based Tippex, with aerosols, with glues and with board-cleaning fluids.
- 8.4 Legal drugs are legitimately in school only when authorised by the headteacher. Members of staff who smoke must keep their tobacco and matches or lighters secure. Smoking is not permitted anywhere in the school.
- 8.5 Alcohol to be consumed at community or parents' events will be stored securely beforehand. To sell alcohol we must be licensed under the Licensing Act 2003. Occasionally, members of staff may consume limited amounts of alcoholic drinks in the staff room with the permission of the Head or Deputy Head.

9 Drugs Incidents

- 9.1 An incident involving unauthorised drugs in school is most likely to involve alcohol, tobacco or volatile substances, rather than illegal drugs.
- 9.2 If a pupil is suspected of being under the influence of drugs or alcohol on school premises, the school must prioritise the safety of the young person and those around them. If necessary it should be dealt with as a medical emergency, administering First Aid and summoning appropriate support. Depending on the circumstances, parents or the police may need to be contacted. If the child is felt

Drugs Policy

to be at risk the Safeguarding Policy will come into effect and social services may need to be contacted

- 9.3 The first priority is safety and first aid, i.e. calling the emergency services and placing unconscious people in the recovery position. An intoxicated pupil does not represent a medical emergency, unless unconscious.
- 9.4 Pupils suspected of being intoxicated from inhaling a volatile substance will be kept calm; chasing can place intolerable strain on the heart, thus precipitating sudden death.
- 9.5 Schools' general power to discipline, as set out in Section 91 of the Education and Inspections Act 2006, enables a member of staff to confiscate, retain or dispose of a pupil's property as a disciplinary penalty, where reasonable to do so.
- 9.6 Where the person finds other substances which are not believed to be controlled drugs these can be confiscated where a teacher believes them to be harmful or detrimental to good order and discipline. This would include new psychoactive substances or 'legal highs'. If school staff are unable to identify the legal status of a drug, it will be treated as a controlled drug.
- 9.7 Any drug suspected of being illegal will be confiscated and stored securely, awaiting disposal; these precautions must be witnessed and recorded. Staff should not taste unknown or confiscated substances.

In taking temporary possession and disposing of suspected controlled drugs the school will:

- 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 it 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 pupil from whom the drugs were taken but the headteacher may decide to do so;
 - record full details of the incident, including the police incident reference number;
 - inform parents/carers, unless this is not in the best interests of the pupil;
 - identify any safeguarding concerns and develop a support and disciplinary response (see below).
- 9.8 Legal but unauthorised drugs or medicines will also be confiscated, and will be returned to parents; the school may arrange for the safe disposal of volatile substances.
- 9.9 Where a pupil is suspected of concealing an unauthorised drug, staff are not permitted to carry out a personal search, but may search pupils' bags, trays etc. Following a search, whether or not anything is found, a record is made of the person searched, the reason for the search, the time and the place, who was present and note the outcomes and any follow-up action.
- The schools will normally inform the individual pupil's parents or guardians where alcohol, illegal drugs or potentially harmful substances are found, though there is no legal requirement to do so.
- Complaints about searching are dealt with through the normal school complaints procedure.
- 9.10 The headteacher will decide if the police need to be called or whether the school will manage the incident internally.

- 9.11 A full record will be made of any incident on CPOMS.
- 9.12 The headteacher will conduct an investigation into the nature and seriousness of any incident, in order to determine an appropriate response.

10 The Role of Parents

- 10.1 The school is well aware that the primary role in children's drugs education lies with parents. We wish to build a positive and supporting relationship with the parents of our pupils, through mutual understanding, trust and cooperation. To promote this objective we will:
- place the school drugs policy on the website;
 - allow parents to view the materials used to teach drugs education in our school;
 - answer any questions parents may have about the drugs education their child receives in school;
 - take seriously any issue which parents raise with teachers or governors about this policy, or about arrangements for drugs education in the school.
- 10.2 When an incident concerning unauthorised drugs has occurred in school, and a pupil is involved, we will inform the parents, and explain how we intend to respond to the incident.
- 10.3 Staff will be cautious about discharging a pupil to the care of an intoxicated parent, particularly when the parent intends driving the pupil home. Staff will suggest an alternative arrangement. The focus will be the pupil's welfare and safety. Where the behaviour of an intoxicated parent repeatedly places a child at risk, or the parent or carer becomes abusive or violent, staff should consider whether the circumstances of the case are serious enough to invoke child protection procedures, and possibly the involvement of the police.

11 Monitoring and Review

- 11.1 Governing body will monitor the drugs policy every two years. If the policy appears to need modification, then the committee will report its findings and recommendations to the full governing body. The headteacher will provide a report to the Governing Body yearly.

Updated: July 2016

Review: July 2018

Annex – 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: 01206877910 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: 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.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.

Drugs Policy

24 Hour Helpline: 0800 776600 Email: frank@talktofrank.com Website: www.talktofrank.com

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:02078436000

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:08008002222

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:01785817885 Informationline:01785810762 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

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: <https://www.gov.uk/youth-offending-team>