

Atwood Primary School **Policy for Drugs Education**



The school's stance toward drugs, health and the needs of pupils

Drug use and misuse have become increasingly common in our society. The school recognises the need to prepare and equip young people for life in a drug using society. The school also needs to be ready and able to deal with the broad range of drug related situations and incidents, which may occur in the lives of our pupils and others, involved in the life of the school. It is vital that the school sends a clear message to the whole school community that the possession, use or supply of illegal or unauthorised drugs is unacceptable. However, if an incident involving drugs should occur the first concern is always for the health and safety of the school community and meeting the pastoral needs of pupils. Therefore administering first aid and summoning help in the case of medical emergencies will always take priority before dealing with any issues. (See also Croydon Serious Incident Procedures).

To whom the policy applies

This policy applies to staff, pupils, parents and carers, governors and partner agencies working within the school.

For this purpose the school premises are identified as the area inside the perimeter fencing. Any incident that occurs off school premises while on school business, including school visits, should also be handled with reference to the school's drug policy and using the Croydon Serious Incident Procedure.

Definition of Drugs

The definition of drugs used in this policy is the definition given by the DfES in its Drugs guidance. This refers to all drugs:

- Legal drugs including alcohol, tobacco and poppers
- Over the counter and prescription medicines
- Illegal drugs (those controlled by the Misuse of Drugs Act 1971) including ecstasy, cannabis, crack/cocaine, heroin and LSD
- and other drugs such as anabolic steroids, volatile substances (solvents), Ketamine and Khat.

Definitions of other key words

Drug use describes any drug taking. Any drug use can potentially lead to harm, including through intoxication, breach of the law or school rules, or future health problems

Drug misuse is drug taking which leads to social, psychological, physical or legal problems through intoxication, regular excessive consumption and/or dependence.

Why a policy is needed

We believe that drugs play a part in the lives of every one of us and recognise that drug use and misuse can have a serious effect on health, well being and academic achievement. We have a crucial role to play in drug prevention and education.

Primary age children need to be protected from the harm that drugs can cause and it is our responsibility to give them the knowledge and skills to be able to be healthy and keep safe.

We take a positive and proactive approach to the issue of drugs and this policy aims to:

- ❑ Give a clear view on the use of drugs in school
- ❑ Provide information so that everyone is clear about the procedures should an incident occur and the approach taken by the school.
- ❑ Give information about what is taught, how it is taught
- ❑ Give guidance to teachers, support staff and visitors about drug education.
- ❑ Give guidance on the administration of medicines.

We have taken account of key national and local guidance including:

- ❑ Drugs: Guidance for schools DfES 2004
- ❑ Non-statutory framework for PSHE and Citizenship
- ❑ Guidance on developing a drugs policy.

Drug Education

Aims of Drug, Alcohol and Tobacco Education

The aim of drug education is to provide pupils with opportunities 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.

Objectives of Drug, Alcohol and Tobacco Education

To increase pupils' knowledge and understanding and clarify misconceptions about:

- ❑ The short-term 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.

To develop pupils' social and emotional skills so they can make informed choices 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.

To enable pupils' to explore their own and other people's attitudes towards drugs, drug use and drug users, including challenging stereotypes, and exploring media and social influences.

Organisation, planning and delivery

The Healthy Schools Co-ordinator and PSHE Co-ordinator will oversee and co-ordinate drug issues.

The HS Co-ordinator and the PSHE Co-ordinator are responsible for the development, monitoring and review of the drug education curriculum, supporting and training staff, liaising with external agencies to support the curriculum and developing, monitoring and reviewing the drugs policy.

The Head Teacher is responsible for managing drug-related incidents and for liaising with external agencies to support pupils vulnerable to drug misuse.

Drug Education focuses on knowledge and understanding, skills and attitudes. It is taught through Science, PSHE and links with our week involving the Life Education caravan. The class teacher generally teaches Drug Education.

There is progression from the Foundation Stage to Year 6 with topics and issues being included which are appropriate to the age and maturity of pupils. Key Stage 1 focuses on medicines and how to be safe, being ill and getting better, being safe with household substances and risks.

Key Stage 2 focuses on effects and risks of smoking and alcohol, resisting pressure to do wrong and making safe decisions.

The content reflects

- the statutory elements of the Science National curriculum
- aspects of the non-statutory framework for PSHE and Citizenship.

A wide range of active teaching methods are used that enable pupils to learn skills, discuss their views, explore their own and other people's attitudes and values as well as learn knowledge, practise skills to cope with drug-related situations and engage actively in their own learning. Such activities include role-play, discussions, debates, case studies, quizzes, research and games. All classes establish clear ground rules to ensure that pupils discuss opinions with respect and listen to one another as well as ensuring that pupils and teachers do not disclose personal information.

Management of Drugs in school

School's view about the use of drugs

This school does not permit the possession, use or supply of any illegal or legal drug (unless authorised legal drug), which takes place within the school boundaries. This covers; on or near the school premises, within the school

day and during term time, on school visits (supervised or not), school journeys or at social events.

These rules apply equally to staff, pupils, parents, governors and those working and visiting the school.

Management of authorised drugs

We believe that there are circumstances, when some legal drugs are authorised for use in school. These are prescribed medicines, hazardous chemicals (and solvents) and alcohol.

i) Prescribed medicines

Staff do not administer medicines to pupils except in a medical emergency e.g. use of Epipen for anaphylactic shock.

The Head Teacher will make the decision in regard to individual pupils where administration of a medicine is necessary for a period of time.

Those pupils who need inhalers are responsible for their administration and have easy access to them. Younger pupils may be assisted where necessary.

Staff are aware of any serious medical conditions which affect pupils in their class.

ii) Non-prescribed medicines

Staff do not give any non-prescribed medicines to pupils and they are not allowed to be brought to school.

iii) Hazardous chemicals and volatile substances (solvents)

Arrangements for the safe and secure storage of chemicals e.g. for cleaning, are set out in the Health and Safety Policy.

iv) Alcohol

There are occasions when alcohol is authorised at school during parents' events and staff social events. Staff accompanying pupils on field trips or school journeys are not permitted to drink when responsible for pupils.

Smoking Policy

This is a no smoking school and smoking is not allowed anywhere on the premises.

Management of Drug Related Incidents

Definition of a drug related incident

In this school, a drug related incident includes any incidents involving any drug that is unauthorised and therefore not permitted within the school boundaries.

Drug related incidents in a primary school rarely involve illegal substances but can involve: pupils smoking cigarettes in school, a parent/carer collecting their child whilst drunk, pupils selling cigarettes to other pupils, misusing another pupil's asthma inhaler, disclosing concern about a family member who has a drug problem, giving medicines to another pupil, a teacher with information

about the illegal sale of cigarettes at the local newsagents, the site manager finding used syringes in the playground, a member of the public phoning the school to say they have seen pupils smoking in Croydon.

Drug related incidents in school

Each incident will be considered on its own merits and the following priorities will be considered:

1. The immediate health and safety of all members of the school community
2. Supportive responses to any individuals or groups within the school who need them, as highlighted by the incident.
3. Consider transgressions of school rules and assess the need for punitive responses.
4. Review drugs policy if current protocols were found to be inadequate.

If in doubt about how to respond to a drug related incident the School Drugs advisor should be contacted for advice.

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and Volatile Substance Abuse Advisor
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Intoxicated Parents/Carers

Quoting Dfes:

“When dealing with parents/carers under the influence of drugs on school premises, staff should attempt to maintain a calm atmosphere. On occasion, a teacher may have concerns about discharging a pupil into the care of a parent/carer. In such instances, schools might wish to discuss with the parent/carer if alternative arrangements could be made, for example asking another parent/carer to accompany the child home. The focus for staff will always be the maintenance of the child’s welfare, as opposed to the moderation of the parent’s/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 whether to invoke child protection procedures and/or the involvement of the police”.

Intoxicated Pupils

In the unlikely event of a pupil being intoxicated by drugs, alcohol or volatile substances on the school premises the welfare of the pupil is our principle concern. This means that administering first aid and summoning the emergency

services will be the first priority should there be need to do so. In cases of unconsciousness an ambulance should always be called and the pupil moved into the recovery position. Parents should also be notified immediately.

Intoxication or possession of drugs in school is seen as indicative of possible serious issues requiring specialist intervention or child protection proceedings, and the school will always investigate this and respond accordingly. Staff will seek advice in cases where there is uncertainty. The pupil's welfare will always be the overriding priority.

Procedures for managing incidents

Reporting a drug related incident

All drug related incidents are reported to the Head Teacher.

Although there is no legal obligation to report an incident involving drugs to the police, we will inform Police immediately any incident involving a suspected illegal drug. Incidents involving legal drugs remain school matters, although we will contact trading standards or the Police about the sale of tobacco, alcohol and solvents to under age pupils from local shops.

Recording the drug-related incident

All drug-related incidents are recorded using a drugs incident form. The form is given to the Head Teacher and kept confidential in the school office.

In all drug related incidents the Head teacher in consultation with key staff, will decide on the responses, including the use of sanctions and/or counselling and support.

It is very rare for primary-age pupils to misuse drugs in school, however we believe it is important to be prepared should an incident occur.

Discovery of drugs or paraphernalia including needles

For syringes/needles which constitute a hazard to health and safety when found on school grounds: the item must not be touched or moved; all children should be removed completely from the vicinity and the syringe/needle should be cordoned off as well as you are able (e.g. placing a bucket over the item). A member of staff should guard the item to prevent anybody coming into contact with it. Staff should not under any circumstances attempt to dispose of the item themselves. It will then be arranged for the caretaker to remove the item and place it in a 'sharps' box. If such drug paraphernalia is repeatedly found on school grounds the police should be informed so that they may attempt to discourage drugs-users from trespassing on school grounds when the school is closed.

Discovery/observation when a person is discovered using, supplying or holding a substance that is not permitted on school premises and which is described in this policy. The substance will be confiscated and the pupil and

substance taken to the Head Teacher. Parents/carers will be informed and called to school.

If the substance is legal (but unauthorised in school) it will be handed to the parent/carer.

If the substance is illegal (or suspected to be illegal) it will be stored securely and the Police called immediately to dispose of the substance. Parents/carers will be informed and called to school. The pupil(s) involved will be internally excluded whilst investigations are carried out.

If a member of staff suspects that a pupil is carrying drugs on them or in their personal property, they cannot carry out personal searches but will ask pupils to voluntarily produce the substance, in the presence of two members of staff. In circumstances where a pupil refuses to do this the school will consider involving the police, parents/carers will be informed if this happens.

Involving the police

The police will always need to be involved in any incidents involving illegal drugs – Police Schools and Youth Unit (Tel: 02086490271). They will take responsibility for disposal of such substances.

Responding to media enquiries

When an incident has taken place the Head Teacher will deal with any enquiries and advice will be sought from the School Drug Adviser (020 87267435).

Involvement of pupils and carers

The school welcomes parents/carers who wish to share with us their concerns about drugs. We will involve parents/carers when reviewing our drugs policy as well as give up to date information about drugs and where they can get further information, help and advice.

Parents/carers will be informed immediately if their child has been involved in a drug-related incident. However there may be some exceptional situations where involving the parents may put the pupil at risk of abuse and in these exceptional cases, the school will exercise some caution. The decision will be taken by the Head Teacher in liaison with the designated child protection officer with the child's welfare a priority.

Definitions and terminology

DRUG: This document uses the term to refer to any psychotropic substance that has potential to affect how a person thinks, feel or behaves. This includes all legal drugs such as tobacco and alcohol, all illegal drugs, volatile substances and over-the-counter prescription medicines.

ILLEGAL DRUGS:

- Class A: crack, cocaine, ecstasy, heroin, LSD< amphetamines if prepared for injection, magic mushrooms when prepared in all forms
- Class B: amphetamines
- Class C: cannabis, GHB, steroids, Valium, Temazepam, Diazepam.

AUTHORISED DRUGS: Principally medicines and any other drugs sanctioned for legitimate use (such as alcohol stored securely for a raffle, safe storage and use of hazardous chemicals). In all other circumstances drugs are unauthorised whether legal or not.

DRUG USE: The consumption of any drug. All drug use, including use of medicine has the potential to cause harm.

DRUG MISUSE: Drug taking through which harm may occur, whether through intoxication, breach of school rules or the law, or the possibility of future health problems.

DRUG ABUSE: Drug taking which harms health or functioning. It may be part of a wider spectrum of problematic or harmful behaviour.

Links to other policies

This policy should be read in conjunction with the PSHE policy and the following related policies: Health and Safety, Behaviour, Child Protection and Equal Opportunities.

Dissemination

Dissemination of this policy to the whole school community will be through inclusion on the school website, on school entry and annually thereafter.

Date of policy implementation: **7th December 2006**

Approved by: **Governing Body**

Date of policy review: **September 2008**

SERIOUS INCIDENT procedure

Off Site Incidents

Any incident that occurs off school premises whilst on school business, including school visits, should be dealt with according to this procedure.

SCHOOL PROCEDURE

When there is a suspicion that a pupil has been involved in a serious offence (e.g. assault, drug related incident, unlawful possession of a knife etc.), the following procedure should be followed.

Safety of the Pupil(s)

Seek medical assistance if appropriate.

PARENTS/CARERS INVOLVEMENT

Parents/carers should automatically and immediately be informed and involved. Parental carers involvement and co-operation are considered to be absolutely essential to the success of this procedure.

Control of the Evidence

- Place the evidence in a clear plastic bag and seal it entirely.
- The witness and the pupil should sign & date over the seal.
- Place the bag into a safe place until further action is necessary.
- After consultation with the Youth & Schools Unit of the Police, either dispose of the evidence or retain it for an appeal.

Immediately inform the Head Teacher or Deputy. In the event that neither are available this should be referred to:

Discussion with the Pupil(s) Involved

The initial meeting with the pupil(s) should be to establish whether an offence may have been committed that should be brought to the attention of the Police.

Police Involvement

If this is the case, the school will contact the Youth & Schools Unit located at Croydon Police Station (Tel: 020 8649 0271).

The School's Decision

The pupil may be excluded from the school for a fixed term initially it will be for each school to decide in the light of the individual circumstances whether the exclusion should be fixed term or permanent.

Fixed Term Exclusion

For pupils to be allowed to return after a fixed term exclusion, parents should be informed of the support/advice/monitoring arrangements that will be available within the school.

Permanent Exclusion

Should the exclusion be permanent, Croydon Head Teachers are encouraged to be supportive of each other in finding an alternative placement for the pupil concerned and agree to provide an appropriate support/advice/monitoring service for the individual, once admitted.

POLICE PROCEDURE

For urgent and immediate action use 999 system. Otherwise:

Contact the Youth & Schools Unit for advice and support Mon-Fri 9am - 5pm.

If Police involvement is requested the initial investigation will be conducted at the school.

But Police interviews of pupils suspected of offences must be conducted at a Police Station.

A pupil who is required to attend a Police Station is entitled to legal representation and a parent or appropriate adult must be present.

Crime case disposal is the decision of the Police and the Crown Prosecution Service. There are three options:

No further action

Reprimand or final warning (Crime and Disorder Act 1998)

Charge

Positive diversion from crime. Involvement of multi-agency Youth Offending Team

Court

School discipline is at the discretion of the Head Teacher. The Police will take no part in these decisions.

Parental/Carers Appeal

Parents/carers in the maintained sector have the right to make representations to the Governing Body. Thereafter the appeals procedure can be followed. It is strongly recommended that those independent schools, which do not have a procedure should give the matter serious consideration.

Advice to Parents/Carers

Parents/carers will be informed of the counselling and support services available, where appropriate, within Croydon and supplied with relevant names and telephone numbers and advised, if appropriate, to seek medical advice. The school will expect parents/carers to seek help from these services on behalf of the child or family.

CROYDON COUNCIL
Education

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