



Drugs Policy

Date of Policy Issue:	December 2015
Review Date:	December 2017
Name of Responsible Manager/Headteacher:	
Signature of Responsible Manager/Headteacher	
Signature of Chair of Governors	
Date:	

This Policy is drawn up in accordance with the Drugs Guidance for Schools (DfES), the Hampshire Personal Social Health Education (PSHE) and Citizenship Guidelines, Healthy Schools Programme and our Learning Policy.

Rationale

This school is committed to the health and safety of its members and will take action to safeguard their well-being.

Context

This Policy links with the following policies:- PSHE, Health and Safety, Child Protection, Behaviour & Discipline, and Medicines in school.

Purpose of the Policy

This document acknowledges our school's role in drug education and helps to ensure a whole school programme appropriate to our pupils' needs. Our school's provision incorporates knowledge and understanding, attitudes, personal and social skills that help pupils to lead healthy lives.

Drugs Education Aims and Objectives

- Enable pupils to make healthy, informed choices by increasing knowledge, exploring their own and other people's attitudes and developing and practising skills;
- Promote positive attitudes towards healthy lifestyles;
- Provide accurate information about substances;
- Increase understanding about the implications and possible consequences of use and misuse;
- Encourage an understanding for those experiencing or likely to experience substance use;
- Widen understanding about related health and social issues.

Objectives:

Foundation Stage Early Learning Goals

- To recognise the importance of keeping healthy

KEY STAGE 1 - Substance use and misuse

- know that all medicines are drugs but not all drugs are medicines;
- know that all substances can be harmful if not used properly;
- know about different types of medicine and that some people need them to live a normal life;
- know and understand simple safety rules about medicines, tablets, solvents, household substances.

KEY STAGE 2 - Substance use and misuse

- know that all medicines are drugs but not all drugs are medicines;
- know that there are over-the-counter, prescribed, legal and illegal substances and have some understanding of their effects;
- know how to make simple choices and exercise some basic techniques for resisting pressure from friends and others;
- know the important and beneficial part which drugs have played in society;
- know about the effects on the human body of tobacco and alcohol;
- know which commonly available substances and drugs are legal and illegal, their effects or risks.

Methodology

Drugs education will be delivered by the class teacher using class and group discussion with related activities using PSHE and Citizenship resources, ICT, Circle Time, Healthy School Programme, Police Liaison Officer visits, cross curricular links.

Staff Support and Training

- Teachers and schools have access to on-going support and training from Hampshire PSHE team.

Definition of Drugs

A substance people take to change the way they feel, think or behave. The term drugs refers to all drugs.

- All illegal drugs
- All legal drugs including alcohol, tobacco, volatile substances (those giving off gas or vapour which can be inhaled) poppers
- All over the counter and prescription medicines.

Our School's stance towards drugs, health and the needs of the pupil

- Any use of illegal or unauthorised drugs including tobacco are not acceptable at any time within the boundary of the school and other situations where staff are supervising pupils e.g. off site activities, visits and school trips.
- Prescribed medicines for pupils who need to take them are kept in the medical room or are taken out by the teacher when on school visits (see Medicines in School Policy and Individual care plans)
- If a teacher is concerned that a pupil is at risk from drugs misuse then he/she should speak to the designated member of staff – PSHE Manager and Headteacher. If there are concerns about the safety of the child or if there is a clear child protection issue then the Child Protection Liaison Officer (CPLO) should be involved in discussions. If a pupil voluntarily discloses information about drug misuse, it is important to:
 - a) not over-react
 - b) listen to pupil's point of view
 - c) not guarantee confidentiality
 - d) talk to designated members of staff.

Management of Drugs in School

Medicines

Prescribed medicines are kept in the medical room or staffroom (fridge) and administered to children by appropriate staff at prescribed times. Inhalers for KS2 children are kept by the children. (See Medicines in School Policy)

Smoking

Kings Worthy Primary School has a no-smoking policy.

Kings Worthy Primary School has a responsibility to promote a healthy life-style. Smoking is a health and safety issue for all adults who use the school. It is the single most preventable cause of premature death and ill health in our society. Passive smoking (breathing other people's tobacco smoke) is also potentially fatal. It has been shown to cause lung cancer, as well as many other illnesses, in non-smokers. At this school we give a clear message that smoke-free is the norm, provide smoke-free role models, and demonstrate the school's commitment to promoting healthy life styles.

Organisation

- Smoking is not allowed anywhere on the school premises at any time.
- The policy applies to all temporary or permanent staff including supply teachers.
- The policy applies to all visitors to the school including parents, students, suppliers, builders and contractors.

Alcohol

This will not normally be kept on premises except for social occasions e.g. Fashion Show, staff social events. Permission to consume alcohol on the premises should be sought from the Headteacher in advance.

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, parents, Local Authority (LA) and appropriate outside agencies and for the appointment within the school of a PSHE manager, who will have general responsibility for handling the daily implementation of this policy. The Headteacher will ensure that all staff dealing with substance issues are adequately supported and trained. The Governing Body will be involved in substance education and substance related incidents in the same manner as any other matter concerning the direction of the school.

Involving Parents/Carers

Staff should follow the guidelines for parental/legal guardianship involvement, which are set out in *Hampshire Children's Trust: Information sharing and confidentiality policy*.

All young children should be encouraged to discuss relationships and health issues with their parents/carers. Young people who refuse to inform their parents/carers may, with help, do so at a later stage.

Parents/carers have a valuable role in supporting the young person. Their initial reaction to their child using substances may be of worry and/or anger. They may feel they do not know enough about substances or know how best to offer support. Therefore, services need to consider the support and education needs of parents/carers with regards to substance use and misuse. This could include referral to Hampshire's specialist parenting practitioners:

www.hants.gov.uk/parentpartnership

Drugs related incidences.

All incidences or concerns will be logged and both the Headteacher and the PSHE Co-ordinator will be informed. Parents will also be informed, unless linked to an abuse case, and provisions made for any outside professional help, such as police officers or other health professionals.

Where illegal substances are involved, outside agencies will automatically be informed.

Staff or other persons on the school site believed to be under the influence of drugs and having a detrimental effect upon the education of pupils or causing a health, safety or security hazard will be

requested to leave by the Headteacher (as long as it is safe to do so). On no account will the person be pursued.

Hearsay

Drug use is often discovered by hearsay. This should be passed on to the Headteacher and PSHE Co-ordinator who should record the matter as hearsay evidence, thus enabling a record of teacher's concerns to be compiled. Where hearsay evidence is not supported through further reports or incidents for one school year the evidence will be removed from the records.

Suspicious Behaviour

Behaviour that could indicate involvement with drugs should also be logged by the Headteacher, so that patterns of behaviour can be observed and concerns acted upon where necessary.

Finding Substances

If a substance or equipment thought to be either illegal or harmful is discovered it should be removed to a place of safekeeping in the presence of a witness from the teaching staff. If the substance is known or suspected to be illegal the police must be informed. If a substance is found on a pupil the above procedure should be followed and the incident recorded including:

- the date and time of the find or retrieval
- the size and appearance of the substance
- the names of those concerned
- the action taken

Any equipment associated with drug misuse should be handled with care, recorded and in the case of such items as needles and syringes, they should be placed in a secure and rigid container for collection by the appropriate person. If these are found on a pupil, the pupil's parents should be informed.

Searching

Storage areas within the school grounds are the property of the school, and the Headteacher, or her representative may authorise a search of these if there is reasonable suspicion. This must be carried out in the presence of a witness and the named pupil of this applies.

Staff should not search a pupil's property, but should try to persuade the pupil to voluntarily produce the substance by asking to turn out pockets, or bags. If it is absolutely necessary to search a pupil a police officer will be required, and parents informed as soon as possible. The police officer will only be able to carry out a search if there are reasonable grounds to suspect the pupil is in possession of an illegal substance.

Finding Drug Misuse

If children are found in possession of tobacco, alcohol, glue, solvents or prescribed or over the counter medicines, parents will be informed and appropriate steps taken.

In an emergency arising from an incident involving abuse, the well-being of the pupil is paramount.

In all instances:

- separate the child involved from the rest of the group
- decide and implement the next best step in terms of the child's welfare
- inform parents

Supplying Illegal Substances

It is an offence to produce or supply any controlled drugs on school premises. The police will be involved in such circumstances.

Returning articles which have been confiscated

Articles confiscated and not required by the police must be returned to parents. They will be informed in writing within 24 hours of articles confiscated and an explanation given as to why it is inappropriate to return the article to the child. It will be made clear that there is a time limit of one

week for the items to be recovered or they will be disposed of by the school. Regarding the welfare of staff, the school will follow the County Council Policy on Drug and Alcohol Misuse as part of its Health and Safety Policy, which is designed to reduce to a minimum the possible effects of substance misuse on the other, other employees and the environment.

The Headteacher will take responsibility for liaison with the media. As the issue of substance misuse is an emotive one, and is likely to generate interest from the local and national media, the school will take appropriate advice and guidance from the LA Press Office and Legal Department to ensure that any reporting of incidents remains in the best interest of the young people, their families and the school. The LA should be informed as soon as possible.

Help and support are available from:

- Local Safer Neighbourhood Team officer – Mark Lamper
The drugs helpline – Frank About Drugs – Tel: 0300 123 6600
- The Health Authority.
- Secondary School colleagues.
- Leaflets, brochures and books in school.

Location and Dissemination of Policy

The Policy will be disseminated to staff following the review. A copy is located in the School's Policy file in the main office.

Where and To Whom the Policy Applies

The Policy applies to all staff, pupils, governors and agencies working on the school premises during school time and after school activities; also, any other activities or situations where school staff are directly responsible for the welfare of our pupils e.g. off-site and residential trips.

Resources – “Drugs: Guidance for Schools”, DFE 2004

1. Getting It Right Project. - Police Liaison Officer KS1 and KS2.
2. Good Health Guide to Drugs. KS2. Video
3. Health for Life 1 and 2. KS1 and KS2
4. Answers Pack. KS2
5. Blue Prints Health Education. KS1 and KS2
6. Skills for the Primary School Child KS1 and KS2.
7. LCP KS1 & KS2
8. QCA Science, Citizenship
9. Drugs CD.
10. Hampshire Drugs Lesson Plans
11. **Websites:**

<http://www.drugscope.org.uk/> - Drugscope.

<http://www.alcoholconcern.org.uk/> - Alcohol Concern.

www.bbc.co.uk/schools

www.kidshealth.org - Advertised as the most visited website for children's health and development aimed at parents.

12. Frank About Drugs, the national drugs helpline - 0300 123 6600