



We value life
Our aim is to protect our community
DRUG EDUCATION POLICY

Updated January 2010



1. Introduction

In response to our shared concerns at a local and national level, the School wishes to state that as part of its care for the welfare of the pupils, we believe that it has a duty to inform and educate young people on the consequences of drug use and misuse; we also believe that it is vital that we educate our pupils so that they can seek advice on how to deal with the use and misuse of drugs either in school or with specialist agencies. The School will take a positive lead on this matter, believing that health education is a vital part of every pupil's personal and social education.

Childhood and then adolescence are periods when the identity and character of the young person are formed. In pursuit of this identity, the adolescent moves from the security of childhood towards those new freedoms and experiences that the world of the adult seems to represent. The School recognises the reality that young people will be exposed to influences that consider drug misuse to be acceptable and, in some cases, to be the norm. The School aims to ensure that its pupils know the risks of drug taking and have skills and knowledge to help them resist and so choose not to use or misuse such substances.

2. Principles

The School is committed to the health and safety of its members and will take action to safeguard their well-being. The School condemns both the use and supply of illegal substances at any time. The School also believes that the misuse of legal substances, including prescription and non-prescription drugs, tobacco, alcohol, solvents and other intoxicating materials to be wrong. All such legal substances must not be brought into the School unless for a legitimate use and agreed by the School.

A whole-school drug education and prevention policy will be developed to as to provide pupils, parents, staff and governors with up to date information and knowledge so as to minimise risk. All curriculum areas will be expected to implement policy and practise. But, in particular, (PSHCEE, Religious Education, Science and Physical Education) will include units of study that address substance related issues.

The School recognises the importance of its pastoral role in the welfare of young people and, through the general ethos of the School, will encourage pupils to raise concerns and problems so that appropriate support and help can be provided.

3. Control of Legal Substances

a) There are a number of substances that have a legitimate use in School but which can present a hazard to the user and other people. The following rules apply to:

Medication: Where it is necessary for a pupil to bring medicine or tablets into School, these must be left at the School Office where they will be available when required and under supervision. Containers must be clearly labelled with the pupil's name and the name of the medication.

Inhalers: Pupils will carry their own inhalers including when changed for P.E. and Games. It is recommended that a spare, labelled inhaler is placed in the School Office.

Paracetamol: The approval of the family should be gained by the Head of Year and only one tablet will then be given by the Head of Year providing that no medication has been given earlier at home. A record is to be made in the Homework diary if the family is unavailable. Repeated requests need to be raised with the family.

If a pupil remains unwell they should be sent home in the normal way.

Alcohol: Bottles of alcohol brought into School as a prize for a raffle must be deposited with the organising teacher no later than the end of registration. When a pupil wins a alcoholic drink in a raffle, an alternative prize needs to be available. Pupils may only take home alcoholic prizes for their family when a note of permission has been sent into School.

b) When in School, travelling to and from School or taking part in any School-related activity, pupils are not allowed to have in their possession any of the following legal, but banned substances. In some cases there are other good reasons why such products are discouraged in School:

Alcohol	Aerosols	Tobacco	Solvent based paints and glues
Lighters	Correcting fluids	Gas cartridges	Permanent markers

4. Policy Management

a) How Parents and Governors are Involved

The Headteacher takes overall responsibility for the policy, its implementation and for liaison with the Governor's Curriculum & Policies Committee, parents, L.E.A. and appropriate outside agencies.

The Deputy Headteacher working with the Curriculum Leader for PSHCEE will manage a programme to support and train staff dealing with substance abuse issues.

The District Drug Education Charter will be publicly displayed by the School.

The School will organise an information evening to share the philosophy, aims and details of the Drug Education Policy.

b) The Role of Outside Agencies

The School actively and regularly co-operates with the Community Police and School Nurse. The PSHCEE Curriculum has modules of study when outside agencies deliver learning to pupils. There will also be close liaison with Social Services and Health & Drug Agencies as and when the need arises.

c) Review and Evaluation

The policy will be reviewed periodically to identify whether or not the aims are being met in consultation with the Governors' Curriculum Committee, the parents and the pupils.

5. Teaching and the Curriculum

(Relevant extracts from PSHCEE, - including CHOICES - Science, R.E., P.E., Drama, Health Education).

6. Dealing with Drug Related Incidents

a) What is an incident?

The School recognises the following as having the potential for drug-related incidents for our pupils and for outsiders:

- Possession of alcohol, tobacco, banned substances, legal substances known to be harmful and illegal drugs.
- Intoxication or being 'under the influence'.
- Supplying, selling, giving or sharing the above substances. Whether it be through peer group pressure, bullying or 'spiking'.
- The involvement of outside people either on the school site or whilst travelling to and from school.
- Incidents can occur both during the normal school day and on any school - related activity (visits, holidays, etc).
- Out of school situations which are reported to the school and may affect the well-being of any pupil.
- Discovery of evidence (paraphernalia) of substance abuse.
- Accidental intoxication.
- Evidence of suspected substance misuse though significant changes in behaviour, appearance, academic work or attendance.

b) Dealing with Incidents

The School will consider each incident individually and recognises that a variety of responses will be necessary to deal with any incident appropriately. The School understands very well the implications of any particular response and will seek to balance the interests of the pupils involved, other members of the School and the wider, local community. Issues of confidentiality will be dealt with sensitively but this will never prejudice an investigation, protect individuals or compromise the safety of individuals.

If outsiders are involved, the police will always be contacted immediately.

i) Pupils Safety and Well-being

- This is the first priority in a serious incident:
- Isolate the pupil(s) and ensure they are safe.
- If appropriate send for a qualified first aider.
- Consider the need and urgency for medical treatment.
- Request support from Senior Colleagues and, if necessary, send for an ambulance.
- Determine who will, as soon as possible, contact the families.
- Supervise the pupil(s) until cover is arranged.
- Save any evidence.
- Log the incident as soon as practicable.

ii) Investigating the Incident

Incidents involving banned legal substances will in the first instance be dealt with by the adult who discovers a problem. If serious, incidents will be investigated by a senior member of staff (Curriculum Leader, Progress Leader, Assistant Headteacher, Deputy Headteacher, Headteacher). When illegal substances are involved it may be appropriate for two people to work in support of each other. Statements from all those involved and other witnesses will be recorded in writing.

Teachers may request pupils, of the same gender, suspected of concealing drugs or banned substances to turn out their pockets and empty the contents of their bags. Remember that the pupil's Progress Leader, in conjunction with the pupil's file, may well be privy to a great deal of relevant medical and social information.

Where there is clear evidence of a serious incident or reasonable suspicion exists, draw the matter to the attention of the Headteacher. Parents will be informed at the earliest opportunity so that the school and the family can work together in support of the pupil.

iii) Sanctions

- Banned substances will be confiscated and may be made available for return to the pupil's family.
- Possession or use of tobacco will bring automatically a school detention and hence notification to the family. Persistent disregard of school rules will lead to a period of exclusion from school.
- Possession or use of alcohol will result in exclusion from the timetable until the family comes into school.
- When any illegal substance is found in a pupil's possession or on school premises, the police will always be informed.

- Possession or use of an illegal drug or the use of solvents will result in a minimum of a period of exclusion from school. During the exclusion, appropriate counselling and support can of course be organised.
- Where it is clear that a pupil is supplying illegal drugs to other pupils in school or during related activities and therefore putting at risk the welfare of other pupils, then the pupil will be permanently excluded.
- The School reserves the right to inform any future school, sixth-form or employer of any incident involving solvents or illegal drugs.

iv) **Support**

The school recognises that different groups of people may need help at various times.

a) **Serious Incident: Pupils and Families**

Information and details needed about services that can become involved to support the pupil and the family:

- Medical practices and health centres
- Specialist drug help-lines, centres
- Social Services
- Police - Juvenile liaison
- Chaplains; etc.

The School recognises the value of prompt information being given so as to avoid damaging rumours.

b) **Personal Problems or Help for a Friend**

Pupils should feel able to talk in confidence to a member of staff about a drug-related problem without fear of reprimand. They should also understand the limits of confidentiality that operate on school. They should also be able to support a fellow pupil and know who to turn to if a friend is experiencing a problem.

Pupils and staff should understand the difference between voluntarily confiding about a drug problem and being found deliberately breaking school rules on drugs.

GUIDANCE FOR STAFF

Where a pupil discloses substance misuse on the premises, staff will inform the Deputy Headteacher or Headteacher and where appropriate, participate in the planning of subsequent action as described above. Where a pupil discloses substance misuse off the premises, the member of staff will use her or his discretion to decide on appropriate action, but will normally involve the Deputy Headteacher or Headteacher.

Where staff discover substances which are suspected to be harmful, illegal or deserving of investigation, they should note that the two circumstances in which substances may be removed from:

- a) **A place:** Remove the substance from where it was discovered in the presence of a witness. If this is not possible, do not leave the substance there while you enlist the support of a colleague or pupil as a witness. Continue with the procedure below.
- b) **A person:** When receiving or retrieving substances from a pupil, do so, if possible in the presence of a witness. In the absence of a witness, do not put off receiving substances, within bounds of your professional discretion, removing a suspicious substance from a pupil's possession.

The following guidelines should be observed at all times.

1. Remove the substance and record the time, place and circumstance when the substance came into your possession.
2. Do not investigate the nature of the substance, but do record its approximate size and appearance.
3. When possible, have the recordings countersigned by a witness.
4. Take the substance immediately to the Deputy Headteacher or Headteacher. Do not keep the substance on your person or in a place of safe keeping; (to do so may place you at risk).
5. In the presence of the Deputy Headteacher or Headteacher, place the substance in a suitable sealed container. The Deputy Headteacher or Headteacher, yourself and when possible, the witness, should sign and date the package. An official report should be completed, recording the time, date and circumstances of the findings.
6. The Deputy Headteacher and Headteacher can choose to arrange for the police to remove the substance from the premises or may choose to dispose of it in an appropriate way.
7. In the event of a discovery of any equipment associated with substance use, especially needles and syringes, pupils should not be allowed to handle such items. All equipment found must be handled by adults with utmost care. The Deputy Headteacher or Headteacher must ensure that materials are placed in a Safe Disposal Box to await collection by the appropriate service. The box is kept in the School Office.