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## Holywell Primary School

### Drugs Education and Control Policy

<b>Status:</b>	Non-Statutory
<b>Approval Body:</b>	Governing Body
<b>Review Frequency:</b>	2 Years
<b>Last Review:</b>	December 2019
<b>Next Review:</b>	Autumn 2021



## Drugs Education and Control Policy

We are a school that shows regard for all pupils because Every Child Matters. Guidance for writing this policy came from the Hertfordshire County Council Drug Education Guidance Document and national guidance.

### **1. Introduction**

- 1.1 This school defines the term “drug” as any substance that affects the way in which the body functions physically, emotionally or mentally and includes tobacco, alcohol, solvents, over the counter and prescribed medicines as well as illicit substances. This includes all illegal drugs such as those controlled by the Misuse of Drugs Act, 1971.
- 1.2 Governors and staff at Holywell School are committed to keeping the children safe and healthy. We firmly believe in educating all members of the school community in health related issues such as the hazards of smoking, misuse of alcohol, solvents and drugs

### **2. Values and Aims**

- 2.1 Set in the broader context of a programme for Personal, Social and Health Education and Science, our drug education reflects the whole school aims to provide a caring community in which young people can learn to respect themselves and others and take responsibility for their own actions. We are committed to the health and safety of all members of the school community and will take action to safeguard their well-being.
- 2.2 Fundamental to our school’s values and practice is the principle of sharing the responsibility for the education with parents and carers. We strive for effective communication and co-operation.
- 2.3 The possession, use or supply of all non-medical drugs on school premises is not permitted. The school is legally required to be smoke-free, following changes to legislation (July 2007).
- 2.4 This policy will apply on the school premises and beyond, wherever pupils are within the care of school staff. This includes school trips and educational visits. The school will also have an interest in the health and well-being of the pupils beyond these school boundaries and we would encourage parents and others in the community to adopt the same principles.
- 2.6 **The aims of this policy are to:**
  - clarify the school’s approach to drugs, for staff, pupils, governors, parents or carers and to clarify the legal requirements and responsibilities;
  - give guidance to staff on the school’s drugs education programme;

- ensure a well-co-ordinated, integrated and consistent approach to the curriculum which includes an appropriate teaching programme that responds to pupils needs, with clearly defined learning outcomes for lessons and other inputs
- safeguard the health and safety of pupils and staff in our school;
- enable staff to manage drug-related incidents properly.

### **3. Responsibilities**

- 3.1 This policy relates to all members of the school community. All staff have a responsibility for drug education and must be fully aware of this policy and its implications for themselves and for others in the community. Whenever adults interact with children, they recognise that they may be influencing attitudes and behaviour.
- 3.2 All staff should consider themselves as role models whose behaviour the children are likely to notice and often follow. Staff also have a responsibility to know how they should respond to any possible drug related incidents. They receive training and support in delivering their responsibilities.
- 3.3 Teaching and support staff have a responsibility to contribute to the taught curriculum for drug education. They listen to the pupils and determine their specific needs. These needs are met in specific drug education inputs as well as through a wider programme of personal and social skills development.
- 3.4 The Headteacher and Senior Management Team have the ultimate responsibility for ensuring that policy and practice in this are fulfilled, including appropriate curriculum content and response to drug related incidents.
- 3.5 The Science / SMSC Leaders are responsible for overseeing both curriculum implementation and other elements of school life contributing to drug education. This will include monitoring and evaluating drug education policy and practice throughout the school.
- 3.6 The Headteacher will:
- ensure that staff and parents are informed about this drugs policy. This includes inviting parents to view the materials used to teach drugs education in our school and answering any questions parents may have about the drugs education their child receives in school;
  - ensure that the policy is implemented effectively;
  - manage any drug-related incidents, which potentially includes communication and informing of parents, explaining how the school intends to proceed and or respond to incidents;
  - ensure that staff are given sufficient training, so that they can teach effectively about drugs, and handle any difficult issues with sensitivity;
  - liaise with external agencies regarding the school drugs education programme;
  - monitor the policy on a regular basis, and report to governors, when requested, on the effectiveness of the policy.

### 3.7 The Governing Body will:

- support its development and review and approve the policy
- monitor and evaluate the effectiveness of the policy

3.8 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.

3.9 School 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.

## 4. Objectives of drugs education

4.1 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 that have been agreed by parents, governors and staff.

## 5. Drugs education

5.1 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, PSHE and citizenship, RE and PE.

5.2 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.

5.3 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, because of the high risk of accidental death, especially for first-time and occasional abusers.

Guidance and reference will be undertaken to be inclusive under multicultural settings @ <http://mentor-adepis.org/wp-content/uploads/2014/07/Making-it-Inclusive1.pdf>

- 5.4 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 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.
- 5.5 Drugs education takes place during normal lesson time. Sometimes a class teacher will seek support from the school nurse or another health professional when appropriate. Lessons that focus on drugs education form part of a sequence of lessons that are designed to promote a healthy lifestyle.

#### 5.6 Special Educational Needs

In planning drug education for pupils with SEND, our teachers consider a range of responses. For example:

- additional support given by staff;
- activities may be differentiated or adapted;
- programme aspects may need to be emphasised or expanded;
- revisiting knowledge and skills in different contexts;
- using strategies to increase access to drug education, such as theatre projects, ICT, school visits and specialist equipment.

### 6. **Drugs at school**

- 6.1 The school is able to administer prescribed medication. Parents need to complete a 'Parental agreement for school to administer medicine' form setting out the details of the medication to be administered (see Supporting Pupils with Medical Conditions Policy).
- 6.2 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 office. Additional guidance may sought in the policy "Supporting Pupils with Medical Conditions".
- 6.3 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.

- 6.4 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.
- 6.5 It is strongly recommended that staff do not attempt to destroy substances they believe to be illegal drugs, for the following reasons:
- The Environment Protection Act 1990 no longer permits the flushing of drugs into the water system.
  - If a person is taken ill, the medical services will need to know what has been taken. If the drugs are destroyed this could seriously hinder treatment.
  - If parents / carers wish to appeal against school sanctions, any substance seized may be required to be sent for analysis by their legal representative.
  - The substance is evidence and could be used in any future proceedings.
- 6.6 The school has the power to confiscate inappropriate items, including substances it believes to be legal, in line with the school's Behaviour Management Policy. The school does not have to return such confiscated substances.

## **7. Drugs incidents**

- 7.1 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.
- 7.2 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.
- 7.3 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.
- 7.4 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.
- 7.5 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.
- 7.6 The Headteacher will decide if the police need to be called or whether the school will manage the incident internally.
- 7.7 A full record will be made of any incident using the record of concern proforma.
- 7.8 The Headteacher will conduct an investigation into the nature and seriousness of any incident, in order to determine an appropriate response.

7.9 The focus of any response will be the pupil not the substance and we will seek to balance the interest of the individual, other members of the school community and the wider community. Responses will be cross-referenced with related school policies such as:

- Behaviour Management
- Health and Safety
- Child Protection

## **8. Monitoring and review**

- 8.1 The Governing Body take into serious consideration any representation from parents about the drugs education programme and comments will be recorded.
- 8.2 This policy will be reviewed every two years.