

# ELMSTEAD PRIMARY SCHOOL

# POLICY FOR DRUGS EDUCATION

Policy Review co-ordinated by C.A. Middleditch  
(January, 2010)

***Elmstead Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.***

Elmstead Primary School

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## INTRODUCTION

Drug education is a major component of drug prevention. Drug prevention aims to minimise the number of young people engaging in drug use, delay the onset of first use, reduce the harm caused by drugs, and enable those who have concerns about drugs to seek help. Drugs related issues within the school are rare, but, we are aware that within the area of Tendring the misuse of drugs in the community is considered to be a significant problem by medical and health professionals.

The aim of drug education is to provide opportunities for pupils to develop their knowledge understanding and skills and attitudes about drugs and appreciate the benefits of a healthy life style, relating this to their own and others' actions. Drugs education is timetabled within PSHCE and is delivered by class teachers and other specialist professionals when appropriate.

## CONTENT & LEARNING OBJECTIVES

When planning, consideration will be given to pupils' diversity of race and experience, those who are on regular medication, and children with Special Educational Needs. We will consider:

- the short and long term effects and risks of drugs misuse;
- the rules and laws relating to drugs;
- the impact of drugs on individuals, families and communities;
- the prevalence and acceptability of drug use amongst peers;
- the complex moral, social, emotional and political issues surrounding drugs.

KEY STAGE 1
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Pupils learn about being safe with medicines and household substances and the basic skills for making healthy choices and following safety rules.

KEY STAGE 2
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Pupils learn about the effects and risks of alcohol, tobacco, volatile substances and illegal drugs and basic skills for managing risky situations. They learn how to make informed choices about their health, how to resist pressure to do wrong, and to take more responsibility for their actions. (Special consideration will be given to children of drug misusing parents/carers, where issues portrayed could stigmatise the child or heighten anxieties about their parents'/carer's welfare).

The approach to drugs and any information about drugs is delivered sensitively in a holistic manner through the PSHCE curriculum and other related school policies.

The school Drugs Education Policy is made available to parents/carers via the school office on request. They are made aware of its existence via the school newsletter and the school website – [www.elmsteadprimary.co.uk](http://www.elmsteadprimary.co.uk)

From 2010 parents will be invited to attend a discussion group (linked to the Healthy School Parents' Consultation Group) where issues arising from the drugs policy may be aired/explained. Parents' representatives will also be invited to contribute to the biennial review of the drugs policy.

## MANAGING DRUGS RELATED INCIDENTS

Our responsibility as a school is for the safety, health and wellbeing of the pupils in our care. The first concern in managing drugs is the health and safety of the school community and in meeting the pastoral needs of the pupils. The Head Teacher has overall responsibility for the implementation of this policy supported by PSHCE Subject Leader and Governors.

The policy covers issues within the school policies for behaviour, health and safety, medicines, confidentiality, pastoral support, healthy schools, school visits and child protection.

This policy applies to children and all adults who come on to the school site who are within school premises and any situation where children are under supervision of staff, such as school trips.

## DEFINITION OF A DRUG

The definition of a drug given by the United Nations Office on Drugs and Crime is:

*“A substance people take to change the way they feel, think or behave.”*

The term drugs is used throughout this document to refer to all drugs: all illegal drugs (illegal drugs are those covered by the Misuse of Drugs Act), all legal drugs, including: alcohol, tobacco, volatile substances (a gas or a vapour which can be inhaled), all over the counter and prescription medicines. This policy applies to all pupils and staff, including ancillary staff and visitors to the site.

Illegal and other unauthorised drugs are not acceptable within the school boundaries, within school premises and any situation where children are under supervision of staff.

Drug related incidents include:

- the observation of a pupil demonstrating through actions or play an inappropriate level of knowledge of drugs for their age;
- a pupil/carer, member of staff thought to be under the influence of drugs;
- a member of staff having information that the illegitimate sale of drugs is occurring in the local area;

The Head Teacher (or designated senior member of staff ) has overall responsibility for the management of drugs related incidents. The Head Teacher will liaise with other local schools (secondary and primary) regarding the local drug situation, the content of drug education, the management of incidents, training opportunities and transitions between schools.

<b>RESPONDING TO INCIDENTS INVOLVING DRUGS</b>
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When a drug related incident has been identified the school will conduct a careful investigation to judge the seriousness of each incident. The incident will be recorded on the form within appendix 11 from Drugs Guidance document DfES/009202004 p.122 available in the school office.

When drugs or paraphernalia are found on school premises:

- remove the items and store temporarily in a designated secure place such as the school safe;
- record details, in the presence of a witness, on the form described above;

- inform the Head Teacher;
- if an illegal drug: notify the police without delay and arrange for collection and disposal. (Our policy is to share this information with the appropriate authorities).
- if suspicious substances are found they will be handed to the police for disposal;
- if a pupil has been identified as being under the influence of drugs including the misuse of a medicine:
  - >and there is no medical emergency the pupil should be kept calm and under close supervision. If the pupil is intoxicated consider asking a parent/carer to collect child.
  - >and there is a medical emergency call for medical help/ambulance. Follow first aid procedures until help arrives.

When disclosure is made of drug use by pupil/parent/carer or a parent/carer is concerned about their child's drug use:

- offer further advice/information. Further action may not be necessary for all disclosures e.g. smoking . Consider whether drug use could be problematic or indicate other problems requiring further action;
- consider issues of confidentiality and explain issues to parents/ carers involved. Teachers cannot and should not promise complete confidentiality. However, where a child discloses sensitive information, which is not commonly known, a request for confidentiality can be honoured unless a teacher's professional responsibility is compromised in doing so because of issues relating to child protection, police investigation, or referral to external services;
- where there is a child protection issue or where a life is in danger sensitive information may be passed on against the wishes of the child, however this must be seen as the exception and not the rule.

Illegitimate sale/supply of drugs (legal or illegal) in the school vicinity:

- If suspected to be illegal the school should decide whether to inform the police; there is no legal obligation, but not to do so could be counterproductive. This includes the illegitimate sale of prescribed medicines (e.g. Ritalin).
- If alcohol, tobacco or solvents, the school may decide to inform the police or trading standards officer.

When investigating a drugs related incident emphasis will be on listening to what people have to say and asking open ended questions rather than closed or leading questions. Pupils involved in an incident will be separated and the school will ensure that a second adult will be present during any investigation. If during the course of the investigation it is judged that the police should be involved detailed questioning will cease until the police arrive. Contact will be through Essex Local Authority.

In detecting drugs:

- it is not appropriate for members of staff to carry out a personal search;
- staff may not make searches of personal property without consent.

Where a parent or carer is suspected to be under the influence of drugs on school premises and where staff are concerned about discharging the child into the parent/carer's care the parent or carer will be consulted as to whether alternative arrangements for getting home might be made eg. for the child to travel with another parent/carer. Where the issue raises a higher level of concern and child protection issues become apparent the school will consider invoking child protection procedures and/or the involvement of the police. The school is primarily concerned with the welfare of the pupil and not with the moderation of the parent's/carer's behaviour.

### Parental Involvement:

When appropriate, parents will always be involved in any action concerning drugs incidents. The exception would be when the involvement of parents is considered to be a risk to the child.

### External Support:

Possible outside agencies will include:

- Education Welfare Service.
- Behaviour and Education Support Team.
- School Nurse.
- Specialist agencies, such as Social Care, Family Support Unit and Child Protection Team.

<b>STAFF SUPPORT AND TRAINING</b>
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Staff will be made aware of the first steps to be taken in managing drug incidents and in identifying and responding to pupils' needs by placing a copy of the guidance in a prominent position in the staff room and through the Leadership Team disseminating information passed on through the PSHCE Subject Leader.

<b>GOVERNOR INVOLVEMENT</b>
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The Head Teacher will ensure that the governors are made aware of the content of the drugs policy. Governors will decide upon an approach for overseeing the drugs education programme, possibly allocating one governor to be in charge.

## MANAGEMENT OF DRUGS AT SCHOOL

- Medicines which have been authorised will be kept in the medical room and administered according to the Medicines/Health and Safety Policies. (Inhalers required by asthma sufferers may be an exception when agreed by Head Teacher in consultation with parents and staff).
- Managing medicines is currently the responsibility of the office.
- Medicines are administered in accordance with prescriber's instructions.
- When appropriate and in agreement with staff and parents a pupil may manage their own medicines eg. Asthma inhalers.
- All medicines are stored in a secure location in the school office. When necessary the fridge in the school office will be made available.
- A record of all administration of medicines will be kept in the book in the school office.
- Staff will not be involved in the administration of non prescribed medicine (pain relief etc) and this issue should be dealt with on a case by case basis in agreement with the Head Teacher, parents and staff.
- Smoking: Elmstead Primary School is by law a smoke free environment. The school has a no smoking policy which applies to all members of staff, visitors (including building maintenance) and social occasions outside school hours.
- Alcohol: will not normally be kept on school premises except when authorised for school fundraising/social events. When necessary an occasional license to sell alcohol will be obtained in accordance with Licensing Act 1993. Any necessary storage of alcoholic drink will be in a secure place under supervision of the caretaker.

NOTE: This policy has been compiled in accordance with the latest guidelines and government recommendations. It has also been compiled with input from the school community.