



**CENTRAL PARK**  
**PRIMARY SCHOOL**  
EAST HAM

Learning Now for Future Success

# **DRUGS EDUCATION AND DRUG INCIDENTS POLICY**

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***STATUS:*** *Approved at LTS Committee*

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***DATE LAST REVISION:*** 10/18

## Definitions

⌘ Drug: A substance people take to change the way they feel, think or behave, (*United Nations Office on Drugs and Crime*). This includes both legal and illegal substances such as, cigarettes, alcohol, class A B and C drugs and their substitutes and medicines that the parents have not notified the school about. It also includes substances or tablets that cannot be identified visually.

⌘ Drug misuse: drug taking:

- Through which harm may occur, through intoxication, or the possibility of future health problems, although such harm may not be immediately perceptible
- Which is in breach of school rules or the law

Drug misuse requires interventions such as management, education, advice, information, and prevention work to reduce the potential for harm. The school would also include dealing and incitement in its definition of drug misuse.

## Aims

- ⌘ To enable pupils to make healthy, informed choices by providing opportunities for pupils to acquire the knowledge, understanding and skills they need to avoid the misuse of drugs.
- ⌘ To provide a supportive environment and well-structured procedures for any members of the school who have become involved in drug misuse.
- ⌘ Permanent exclusion is a last resort, once all other support/sanctions have been tried and the health and safety of staff and students are at risk from the continued presence of the student involved. Evidence suggests that exclusion can leave a pupil at more risk of involvement with drugs and only a minority make a successful transition to another school

## Drug Incident

Each drug related incident must be recorded properly on the appropriate form. All records must be detailed and copied as they may be required as evidence and record must be retained by the school (see appendix 3). This will be kept in the incident file held with the Deputy Headteacher.

If a member of staff suspects or discovers that a child is involved in drug misuse, they should immediately inform the head teacher and the child protection co-ordinator. Likely action will involve:

- ⌘ Contact with the child's parent/carer if this is appropriate and does not put the child at risk
- ⌘ Referring the parent/carer to support agencies
- ⌘ Possibly, referral to the police child protection team if it is suspected that the family is involved in drug misuse. In such cases the school will endeavour to provide extra support for the child such as:
  - Involvement in after school clubs
  - Pastoral Support Programme
  - Providing appropriate literature for children of drug using parents and for the parent/carer. This may be done through suggested involvement in a parent support group. (AdFam & Barnardo's have family support groups)
  - Keeping open communication between the school and the parent/carer on the child's progress

- ⌘ Immediate plans to counsel children who may have been witnesses or have knowledge of the incident, e.g. bring forward a planned unit of drug education work
- ⌘ Any drugs (legal or illegal) should be handed to the Headteacher or the child protection co-ordinator who will dispose of them appropriately. The school will follow the process set out in *DfE and ACPO drug advice for schools Advice for local authorities, head teachers, school staff and governing bodies (September 2012) pages 6-8*. However, in addition to this the school will provide a combination of the following to help support our pupils who are involved in drug incidents:
  - Pastoral Support Programme
  - Counselling through appropriate agencies such as AdFam
  - Mentoring
  - Supervised break times
  - Involvement in extra-curricular activities
  - Family conferences
  - Intervention from Nicole Louis (school social worker)

Sanctions will always be used alongside support and will be in proportion with the offence. It is generally good practice to investigate drug misuse by a pupil by looking at factors such as:

- The pupil's attendance at school
- Behavioural patterns
- Change in academic attainment
- Personal relationships with other children and staff
- Physical appearance
- What the school knows of their life outside school, such as possible family issues

When dealing with an incident of drug misuse, the school's child protection policy must be followed:

- Talk to staff and the student concerned separately. Keep the discussion general and avoid asking directly if they are taking drugs as this may cause antagonism and denial
- Monitor the situation until the evidence is strong. On a case by case approach, judge whether it is appropriate to inform the parents. It may be best to invite them in for a general discussion expressing concern about the student's progress or emotional wellbeing. Work together to put in supportive strategies for the student without focusing specifically on the student's drug use
- If the school is contacted by the media regarding a drug related incident this should be referred to the SLT

## **Drug Education and Training**

The school is committed to providing a drug education programme that meets the statutory requirements as set out in the National Curriculum. We wish to empower our pupils to make healthy, informed choices throughout their life.

We are guided by The 1988 Education Reform Act that asks schools to provide a broad and balanced curriculum that:

- Promotes the spiritual, moral, cultural, mental and physical development of the pupils at the school and of society
- Prepares pupils for the opportunities, responsibilities and experiences of adult life
- The curriculum will reflect a balance between: personal and social skills
- Knowledge and understanding
- Attitudes and values

Drug education is an integral part of the school's PSHCE programme. The school will use a range of active teaching methods and resources. It will ensure that pupils have an opportunity to discuss these issues as well as gain the necessary knowledge and skills to make informed choices.

- ⌘ All teaching staff should feel confident in their knowledge and delivery of the subject. They should understand the contribution that drug education makes to the PSHCE programme and to the personal and social development of pupils. They also need to consider their own experience of and attitudes to drug misuse in relation to the school policy.
- ⌘ As part of the school's commitment to providing a comprehensive drug education programme, the training needs of the staff will be monitored regularly as part of the school improvement plan. Basic training will be updated on a regular basis for all teachers and more detailed training will be made available to the co-ordinator for drugs education (PSHCE Leader).
- ⌘ The use of outside visitors and agencies can be highly valuable if it is part of the structured education programme where appropriate preparation and evaluation can be given to the visit. Drugs education specialists 'A-Life' deliver training to all Year 6 pupils during the summer term.
- ⌘ To ensure that lesson planning and delivery is in line with school policy, lessons and plans will be monitored as part of the school's monitoring system.

### **Use of Alcohol and Tobacco**

- ⌘ Under no circumstances may a member of staff smoke or drink alcohol in front of pupils, whether on school premises or on a school trip.
- ⌘ Alcohol is not banned from school premises but staff are requested not to drink alcohol when they will have subsequent contact with children.

### **Misuse of Drugs by Staff**

- ⌘ If a member of staff suspects or discovers another member of staff is involved in drug misuse, they should immediately inform the head teacher who will investigate and contact the Local Authority for advice if necessary.

### **Medicines**

- ⌘ The use and storage of medicines is described in the School Procedures.

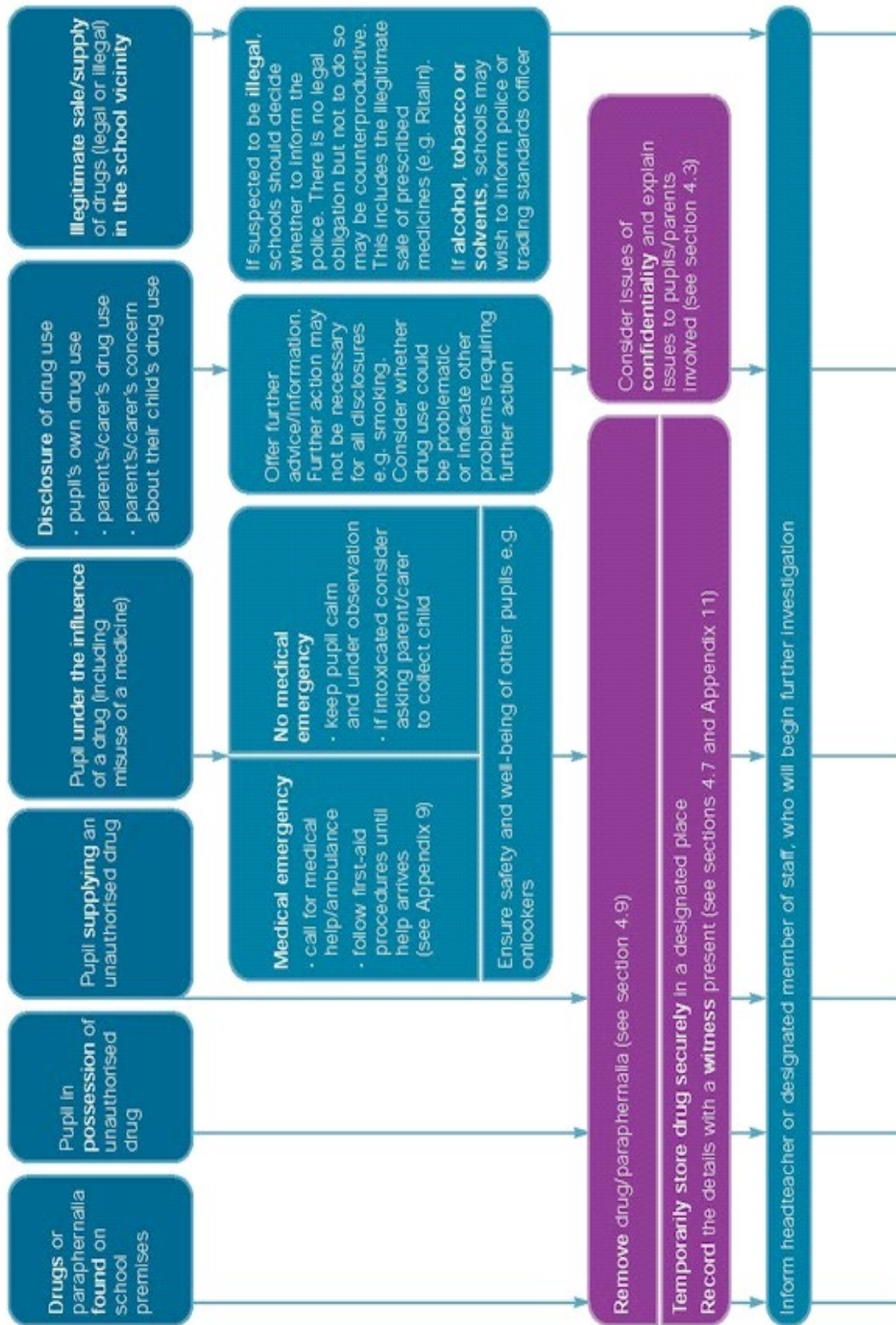
### **School Grounds**

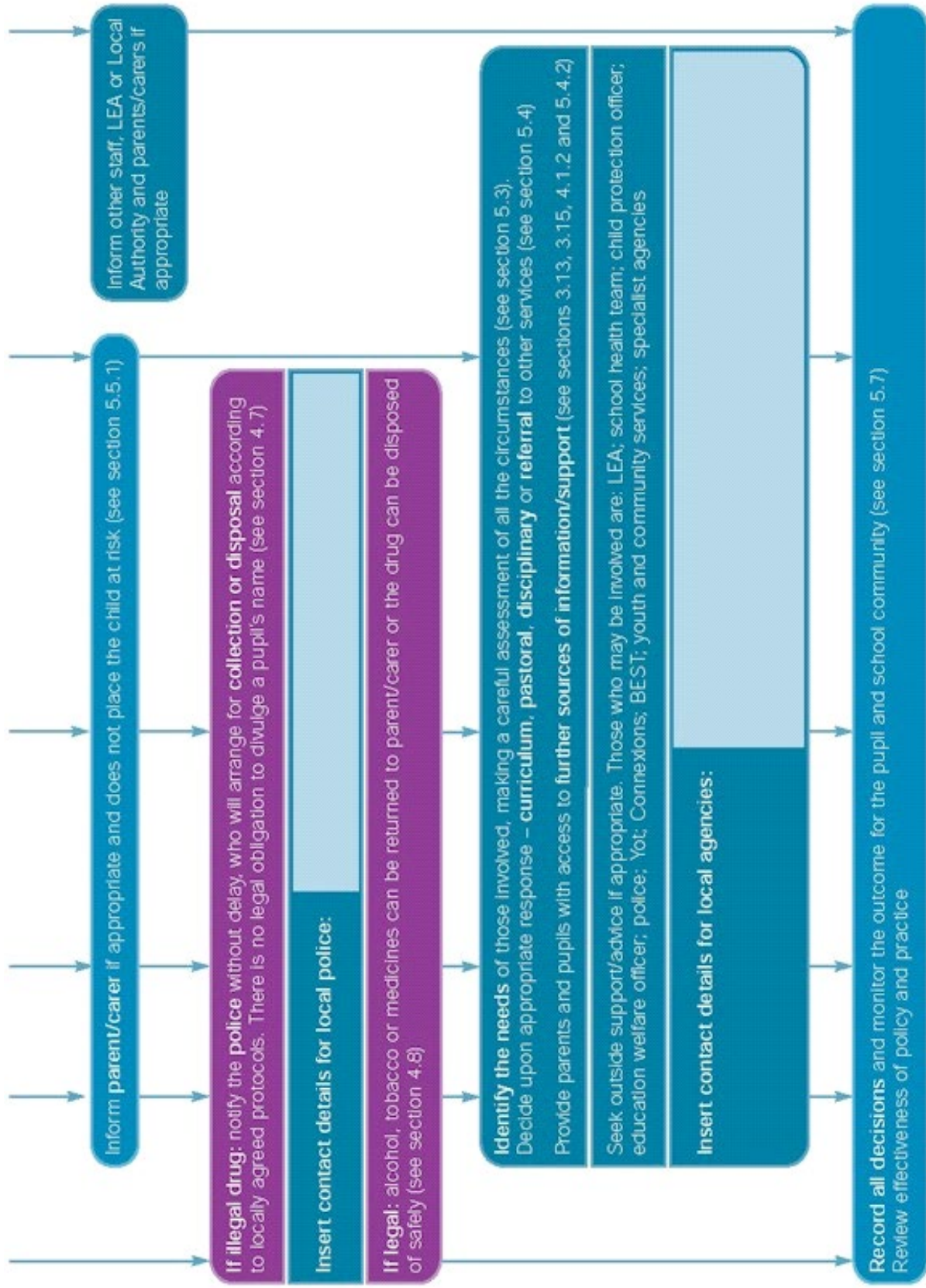
- ⌘ The caretaker or any other staff that find drug related paraphernalia in the school grounds should clear the area of children. Needles and the like present an infection risk and need very careful handling/disposal. Report any such find immediately to a member of SLT. The incident will be investigated as appropriate. Syringe disposal can be organised through the council.

### **Monitoring and Review:**

The implementation of this policy will be monitored regularly by the PSHCE Leader who will report back to SLT. This policy was written in 2010 and consultation was carried out with staff, pupils, parents and governors. It was reviewed in line with the School Plan requirements in 2012 by the person with Lead Responsibility for Healthy Schools and a member of the Leadership Team. This policy was further updated in December 2015 and October 2018 by the PSHCE Lead.

## APPENDIX 1: Responding to Incidents Involving Drugs





## APPENDIX 2: Drug situations – medical emergencies

The procedures for an emergency apply when a person is at immediate risk of harm. A person, who is unconscious, having trouble breathing, seriously confused or disoriented or who has taken a harmful toxic substance should be responded to as an emergency.

Your main responsibility is for any pupil at immediate risk, but you also need to ensure the well-being and safety of others. Put into practice your school's first-aid procedures. If in any doubt, call for medical help.

**Always** assess the situation,

- If a medical emergency, send for medical help and an ambulance

### **Before assistance arrives**

If the person is **conscious**:

- **Do** ask them what has happened and to identify any drug used
- **Do** collect any drug sample and any vomit for medical analysis
- **Do not** chase or over-excite them if intoxicated from inhaling a volatile substance
- **Do not** induce vomiting
- **Do** keep them under observation, warm and quiet

If the person is **unconscious**:

- **Do** ensure that they can breathe and place in the recovery position
- **Do not** move them if a fall is likely to have lead to a spinal or other serious injury which may not be obvious
- **Do not** leave them unattended or in the charge of another pupil
- **Do not** give anything by mouth
- **Do not** attempt to make them sit or stand
- **Do** notify parents / carers

For needle sticks (sharps) injuries:

- Encourage wound to bleed
- Do not suck
- Wash with soap and water
- Dry and apply waterproof dressing
- If used / dirty needle seek advice from a doctor

### **When medical help arrives**

- Pass on any information available, including vomit and any drug samples

Complete a medical record as soon as you have dealt with the emergency.

### APPENDIX 3: Record of Incident Involving Unauthorised Drugs

For help and advice contact the LA school drugs advisor

- Complete this form without identifying the pupil involved
- Copy the form
- Send the copy within 24 hours to the LA school drugs advisor
- Keep the original adding the pupil's name and class
- Store securely

Name of school	
Time of incident	
Date of incident	
Report form completed by	

Tick to indicate nature of incident

Emergency or intoxication	
Concern after following up a suspicion or allegation	
Discovery off premises	
Discovery on premises	
Pupil disclosure	
Adult disclosure	
Adult expression of concern	

Name of pupil [for school records only]	
Pupil's class [for school records only]	
Age of pupil	
Gender	
Ethnicity of pupil [for DAT records]	
Tick if second or subsequent Incident involving this pupil	

First Aid given?                      Yes / No  
 First Aid given by \_\_\_\_\_

Ambulance / Doctor called?      Yes / No  
 Called by \_\_\_\_\_                      Time \_\_\_\_\_



Drug involved [if known] E.g. alcohol, paracetamol, ecstasy.	
Sample discovered/confiscated	Yes/No
Sample discovered/confiscated by	
Discovery/confiscation witnessed by	
Where retained	
Retention witnessed by	
Senior staff involved	
Disposal arranged with	
At time	
Name of parent/carer informed	
Informed by	
At time	

Description of incident [including if a search was made by whom and witnessed by]

Other action taken [other agencies involved, sanctions, who else informed]