

# **Sparsholt C of E Primary School**

## **Drug Policy 2021-2023**



## **Rationale**

This school is committed to the health and safety of its members and will take action to safeguard their well-being. We will actively discourage the use of illegal substances, alcohol or tobacco and the misuse of glue, solvents, prescribed and over-the-counter medicines. We acknowledge the importance of our pastoral role in the welfare of young people and through the general ethos of the school, will seek to enable pupils needing support to come forward.

## **Implementation**

- In the context of this policy, the term drug is used to include:
  - illegal substances
  - substances which are legal but can be misused : some of these substances would not be acceptable for possession and use on school premises e.g. alcohol, tobacco and solvents.
- There will be a drugs education programme which is co-ordinated by the Head teacher and PSHE subject leader.
- Any necessary action in response to drug-related incidents will be co-ordinated by the Head teacher (see below).
- This policy draws on the guidance provided in 'DfE and ACPO drug advice for schools' Sept 2012

## **Drugs Education Programme**

### **Aims**

- to enable children to become accurately informed of the mental, physical, psychological and social effects of substance use and misuse.
- to enable children to experience up-to-date teaching based on existing knowledge
- to give children the opportunity to develop their abilities to communicate their concerns and take responsible decisions

We believe that drugs education should start at primary school. Drug issues will be reinforced throughout a child's education, matching their increasing understanding and maturity.

### **Teaching Drugs Education**

The school provides drugs education as part of the PSHE and Science Programme of Study and appropriate to our children's needs.

#### Drugs education:

- enables pupils to make healthy, informed choices by increasing their knowledge and exploring their own and other people's attitudes.
- promotes positive attitudes towards healthy lifestyles
- provides accurate information about substances
- increases understanding about the implications and possible consequences of use and misuse
- encourages an understanding for those experiencing or likely to experience substance use
- widens their understanding about related health and social issues, e.g. crime effects of different drugs (legal and illegal).
- seeks to minimise the risks that users and potential users face
- enables young people to identify sources of appropriate personal support.

#### **Pupils will be taught:**

##### **Foundation stage -Early learning goals**

- ways to keep healthy and safe.

##### **Key Stage One Children will be taught:**

- that taking exercise and eating the right types of and amounts of food help humans keep healthy
- about the role of drugs as medicines
- that substances can be harmful if not properly used
- about safety rules about medicines, tablets, solvents and household substances.
- how some people need medicines to live a healthy life.

##### **Key Stage Two Children will be taught:**

- that medicines are drugs but not all drugs are medicines and the important role of medicines and their effects
- about the effects on the human body of tobacco, alcohol and other drugs, and how these relate to their personal health
- about the importance of exercise for good health
- how to make simple choices and exercise some basic techniques for resisting pressure from friends and others.

#### **Roles and responsibilities:**

- Teachers are responsible for delivering drugs related education, together with support from outside agencies in PSHE lessons, science lessons, circle time and through cross curricular links.

- The Head teacher takes overall responsibility for the policy and its implementation and 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
- Parents will be encouraged to become involved as much as possible in order to achieve a successful drugs education programme.

### **Staff Development**

All staff need to:

- understand and support the rationale and aims of drug education
- be aware of the legal implications and their responsibilities

We believe that the well-being of all pupils in our care can be safeguarded by appropriate and well-timed education about the dangers of drug abuse. This can be achieved through co-operation between staff, governors, parents and the children themselves.

### **Management of Drugs in School**

The school does not permit the possession, use or supply of any illegal or legal drug (unless authorised legal drug) which takes place within the school boundaries. This covers on or near the school premises, within the school day and during term-time, on school visits, school journeys/ residential and at school social events. These rules apply equally to staff, pupils, parents and carers, governors and those working in and visiting the school.

### **Medicines**

In most cases staff do not administer medicines at school to a pupil unless it would be detrimental to health not to administer and only with parental written consent. Details about managing medicines can be found in our policy on 'Supporting Pupils with Medical Conditions.'

### **Hazardous Chemicals**

Arrangements for the secure and safe storage of chemicals are set out in the Health and Safety Policy. The school will ensure that potentially hazardous substances are stored safely, and pupils will be supervised if it is necessary that they come into contact with them in the course of their work. Pupils are not permitted to be in possession of products such as solvents and aerosols (only exception permitted is aerosol Ventolin /

any other approved medicines administered in the presence of an adult). All medicines should be handed to reception staff for safe keeping. Ventolin for each child (named) to be kept in school, is stored in First Aid cupboard in staff room.

### **Alcohol**

No alcohol will be consumed during the course of a normal school day. Alcohol is not permitted on the school premises except by the permission of the Headteacher. Any adult under the effects of alcohol will be asked to leave the premises for the safety of the whole school. There are occasions when alcohol is authorised at school during parent/ carer events and staff social events.

Staff accompanying pupils on school trips and journeys are not permitted to drink when responsible for pupils.

### **Smoking Policy**

We are a smoke free school and staff, parents and carers, pupils and visitors are not allowed to smoke anywhere on school premises or in sight of the school. Pupils are not permitted to bring to school smoking materials, including matches and lighters. In the interests of health and safety, should a pupil be found in possession of any of these on school premises, they will be confiscated.

Although ecigarettes are not covered by smoking legislation we do not allow the use of them by staff, parents/carers, contractors or visitors on the school premises

### **Illegal drugs**

No illegal drugs are allowed to be brought on to, or used on school premises. To protect the health and safety of the school community, regular checks will be made of the site to ensure that drug paraphernalia, particularly needles and syringes, are cleared away safely and legally

## **Managing drug related incidents**

### **Guiding principles**

The school is aware of its legal responsibilities in regard to drug related incidents and in responding to them. The school will consider each incident individually and will employ a range of responses to deal with each one. The school's first responsibility is for the welfare of the individual, balanced with the need to protect the community as a whole. The Headteacher will normally be responsible for coordinating the management of drug related incidents, offering sources of support and liaising with outside agencies. The school acknowledges the importance of its pastoral role and will support all concerned in ensuring the well-being of its pupils.

A drug-related incident includes any incidents involving any drug that is unauthorised and therefore not permitted within the school boundaries. These can involve a parent/carer collecting their child while under the influence of alcohol; misusing another pupil's inhaler; disclosing concern about a family member who is abusing drugs; giving medicines to another pupil and the school caretaker finding drugs, or related items, on school premises.

'In School' is taken to mean on school premises, including buildings and grounds. The school policy also applies to off-site activities, visits and school trips. The policy will also relate to pupils use of the premises and grounds beyond the school day.

A drug related incident may also include any of the following:

- Finding used syringes in the school grounds
- Possession of drugs by an individual on school premises
- Use of drugs by an individual on school premises
- Supply of drugs on school premises
- Individuals disclosing information about their drug use
- Rumours or reports of drug possession supply or drug use

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 school office/ First Aid cupboard in the staff 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 safeguarding lead and Headteacher.
- If there are concerns about the safety of the child or if there is a clear child protection issue then the Children's services should be contacted immediately

All incidents or concerns will be logged with the DSL and the Head teacher 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 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 the pupils or causing a health, safety or security hazard will be requested to leave by the Head teacher (as long as it is safe to do so). On no account will the person be pursued. The relevant authorities will be informed.

### **Pupil disclosures**

If a pupil voluntarily discloses information about drug abuse, it is important to consider the following guidelines:

- \* listen to the pupil's point of view
- \* avoid jumping to conclusions
- \* don't over-react
- \* don't guarantee confidentiality

### **Hearsay**

Drug use is often discovered by hearsay. This should be passed on to the DSL and the Headteacher 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 reported to the DSL and the Head teacher and logged, 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 safe keeping 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 persons. 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 Head teacher, 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 if this applies.

Staff are able to search a pupil's property or person but should try to persuade the pupil to voluntarily produce the substance by asking them to turn out pockets, or bags. If it is absolutely necessary to search a pupil, authorisation from the headteacher is required.

A search must be conducted by a member of staff and with another member of staff as a witness. Parents will be informed as soon as possible. Searches will only be carried out where there is reasonable grounds to suspect the pupil is in possession of a prohibited item. The school will follow the advice given in '**Searching, Screening and Confiscation: Jan 2018 DfE**'.

### **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 drug 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.

### **Welfare of Staff**

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 user, other employees and the environment.

### **Media interest**

The Headteacher in conjunction with Hampshire Local Authority, 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 Local Authority 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 Local Authority should be informed as soon as possible.

### **Linked Policies**

Child protection

Safeguarding

Health and safety

Supporting Pupils with medical conditions

Behaviour Policy

### **Policy for drugs**

Teacher responsible : Mrs E Hanratty

Review Frequency	2 yearly
Reviewed by Curriculum Chair	September 2021
Review Date	September 2023
Statutory or Non-Statutory	Non-Statutory
Signature of Headteacher	