



Glen Hills Primary School

Drugs Policy

THE NEED FOR A POLICY

Glen Hills Primary School believes that drugs play a part in the lives of every one of us and that experimentation with drugs has always been a feature of many young people's lives. It is the responsibility of schools to help reduce the harm from drugs and play a role in drug prevention and help those who misuse drugs. This policy gives a clear view on the use of drugs in school and the importance of drug education at Glen Hills. We emphasise the school's pastoral role and proactive approach to drug education. In developing this policy the school has considered their legal responsibility, the needs of pupils, teachers, governors, parents and the local community.

A DEFINITION OF DRUGS

Drugs are substances that alter the functioning of the mind or the body. This policy includes legal drugs such as alcohol, tobacco and solvents; over the counter and prescribed drugs such as tranquillisers and medicines and illegal drugs such as ecstasy, cannabis, cocaine, crack and heroin, and the many other drugs young people may misuse such as 'poppers'.

DRUG EDUCATION AND DRUG PREVENTION

This school provides a drug education curriculum for all pupils, as part of the health education within Personal Social and Health Education and aims to educate all pupils regarding knowledge, attitudes and skills to enable them to make informed decisions about drugs.

This school acknowledges that a positive school ethos helps pupils to feel valued and part of the school community and in so doing, helps to foster positive self-images which may help pupils cope better in situations involving drug use.

STATEMENT ON THE USE OF DRUGS IN SCHOOL

This school believes that the possession and use of drugs in school or during the school day (other than prescribed drugs being correctly administered) is inappropriate. All the drugs covered by this policy are not permitted to be brought to, sold, passed on or obtained on school premises or during the school day. Any breaking of these rules may result in punishment including permanent exclusion. These rules apply to school staff and other adults working in and for the school apart from the use of alcohol at official school social events after school hours.

CONFIDENTIALITY

Pupils at this school need to feel able to talk in confidence to a member of staff about a drug related problem. The welfare of young people will always be central to our policy and practice. However, teachers will not be able to promise complete confidentiality in order to seek specialist help if needed.

Pupils will always be given this information if at all possible. Information about a pupil in relation to drugs will follow the same procedure as for other sensitive information. The Headteacher will be informed and help sought if appropriate and in discussion with the pupil involved.

PARENTAL INVOLVEMENT

Parents will be contacted if their child is caught breaking the rules on drugs. Opportunities will be made available for parents to get support and guidance concerning drugs and other health-related issues.

POLICE INVOLVEMENT

Careful consideration will be given to whether a situation will be only a school matter or will involve police action. However the school is aware of the Misuse of Drugs Act 1971 which controls heroin, cocaine, LSD, MDMA (ecstasy), amphetamines and cannabis and other drugs as well.

This Act makes it an offence to possess or supply these drugs and it allows individuals to take possession of an illegal drug in order to prevent someone else committing an offence, providing they either hand it to the local police or destroy it immediately.

It is the policy of Glen Hills Primary School to contact the local community police/schools involvement officer where an incident has involved illegal substances, and to hand the substance to the police.

RESPONDING TO DRUG-RELATED INCIDENTS

In all situations involving drugs the following principles apply:

All situations will be carefully considered before deciding on the response.

- The needs of the child will always come first.
- Parents/carers will be involved at an early stage and throughout any investigation.
- Support agencies including the police will be involved if appropriate.
- Support for pupils will be maintained and counselling arranged if appropriate.
- Responses may include both a disciplinary and counselling response.

DISCIPLINARY RESPONSE

Situations which include breaking of the school rules on drugs will result in discipline. The type of discipline cannot be categorically stated as it will depend on the exact nature and degree of the offence. The school employs a variety of sanctions related to the offence e.g. fixed exclusions.

Permanent exclusion will be considered and used only in exceptional cases. In most cases permanent exclusion will be used only as a final resort, after all other approaches have been taken. Parents/carers and pupils will be informed throughout the investigations.

REPORTING PROCEDURE

The reporting procedure ensures that only a limited number of people will be involved in any incident. All incidents are reported to the Headteacher. If an exclusion is considered then the procedure for this is put into action by the Headteacher involving the governors. All incidents are written down and kept strictly as confidential with limited access.

MANAGING DRUG-RELATED INCIDENTS

Incidents involving drugs may take the form of emergencies, intoxication, discovery/observation, disclosure, suspicion/rumour. This policy considers responses to these situations.

Emergency situations where a person is unconscious, perhaps as a result of drug use. Staff with first aid qualifications should be called and the person not left alone. The person will be placed in the recovery position and an ambulance called. The parents will be informed and called to the school.

An assessment of the incident should begin, including finding out whether substance has been taken and evidence gathered. A report of the incident will be written down and given to the Headteacher, who will decide whether disciplinary and /counselling action will be taken.

Intoxication from drug use. The person will be removed to a quiet room and not left alone. The first aider and senior member of staff will be called. The person will be helped to calm down and medical assistance sought if necessary. The parents will be informed and called to the school. A report of the incident will be written down and the Headteacher will decide if disciplinary and/or counselling action should be taken.

Discovery/observation when a person is discovered using or holding a substance that is not permitted on school premises and which is described in this policy. The person should be approached and the substance confiscated, if possible. A senior member of staff will be called and the person(s) involved questioned. If the substance is illegal or there is doubt about its identity drug services or local community police/school involvement officer will be contacted.

All illegal substances will be handed to the police. Parents will be informed and called to the school. A report of the incident will be written down and key staff will decide whether a disciplinary and/or counselling approach will be taken.

Disclosure when a pupil discloses to a member of staff that he/she has been using drugs, or is concerned about someone else's drug use. Teachers will be non-judgemental and caring and will show concern for the pupil's welfare. Pupils will know that teachers cannot promise total confidentiality if further support is to be considered such as referral to a drug service or counselling service.

Information about the pupil will only be given to key people and no one else unless the pupil gives their consent. Total confidentiality is maintained at all times in drug and counselling services. The school has strong links with local drug services and a system of referral to these agencies.

Suspicion/rumour. Staff should not assume use of drugs on the basis of rumours or behaviour alone. However, if there is a suspicion, information will be collected over a period of time before a decision is made to question the pupil(s) involved.

ADMINISTERING MEDICINES

Parents, not teachers, will administer medicines to their children themselves out of school hours. Parents of children in need of medication must ensure that they administer medicines themselves at e.g. lunchtimes or complete the Local Authority letter detailing permission for a member of staff to administer the medicine. In the case of asthma reliever inhalers, these are kept with the pupils in school for easy and immediate access and for self-administration. Teachers keep 'essential' medicines (e.g. EpiPens) in easy, but secure, reach for immediate administration.

TRAINING AND SUPPORT FOR STAFF

The school takes advantage of the support, advice, information and training provided by the Local Authority and other local organisations.

REVIEW OF THE POLICY

This policy is reviewed once every four years and in the light of any incident that may occur related to drugs.

Overview of Drugs Education By Key Stage (Including Alcohol, Solvents, Medicines, Illegal Drugs)

Drugs Awareness will be achieved for **Key Stage 1** students in three main strands.

- by increasing their knowledge and understanding of:
 - the school's rules relating to medicine;
 - providing basic information about how the body works and ways of looking after the body;
 - the role medicines play (both prescribed and over the counter) in promoting health and reasons people use them;
 - that all drugs can be harmful if not used properly;
 - simple safety rules about medicines and other substances used in the home, including solvents;
 - the general effects of alcohol and tobacco on the body and on behaviour;
 - people who are involved with medicines (e.g. health professionals, pharmacists, shop keepers);
 - people who can help children when they have questions or concerns;
- by increasing their skills in:
 - communicating feelings such as concern about illness and taking medicines;
 - following simple safety instructions;
 - knowing when and how to get help from adults;
- by enabling them to develop attitudes:
 - which value their own body and recognise its uniqueness;
 - towards medicines, health professionals and hospitals;
 - towards the use of alcohol and cigarettes;
 - and consider their responses to media and advertising presentations of medicines, alcohol and smoking.

Drug Awareness will be achieved for **Key Stage 2** students in three main strands

- by increasing knowledge and understanding of
 - school rules relating to medicines, alcohol, tobacco, solvents and illegal drugs;
 - more detailed information about the body, how it works and how to take care of it;
 - different types of medicines (both prescribed and over the counter), legal and illegal drugs including their form, their effects and their associated risks;
 - introduction to the law relating to the use of legal and illegal drugs;
 - people who can help children when they have questions or concerns;
 - dangers from handling discarded syringes and needles;
- by developing skills for
 - identifying risks;
 - coping with peer influences;
 - communicating with adults;
 - decision making and assertiveness in situations relating to drug use;
 - giving and getting help;
 - safety procedures when using medicines;
- by helping promote attitudes towards
 - valuing oneself and other people;
 - different drugs and the behaviour of people who use or misuse them;
 - the media and advertising of alcohol, tobacco and other legal drugs;
 - taking responsibility for one's own safety and behaviour.



Policy	<i>Drugs Policy</i>
Reviewing Committee	<i>Curriculum</i>
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