



Drugs and Alcohol Policy

Head teacher Name	Signature	Date
Reviewed by Full Governors/Committee/Individual Governor or Head teacher.		
Governor Name/Responsibility	Signature	Date
To be reviewed...		

1. Context

This policy is developed as part of a whole school ethos to develop healthy children with high self-esteem who are able to take responsibility for their own learning and actions. It links with

- Health & Safety Policy
- Behaviour Policy
- Anti-Bullying Policy
- Child Protection Policy
- National Healthy School Standard
- School Policy on Medicines in School
- PSHE/C Curriculum
- Science Curriculum

The policy has been developed using national and local guidance, including 'Drugs – Guidance for Schools' DfES 2004, NHSS guidelines, LA guidelines, QCA schemes of work in Science, the framework for PHSCE, and QCA curriculum guidance on Drug, Tobacco and Alcohol Education 2003.

2. Purpose

The purpose of the school drug policy is to:

- Clarify the legal requirements and responsibilities of the school
- Reinforce and safeguard the health & safety of pupils and others who use the school
- Clarify the school's approach to drugs for staff, pupils, governors, parents/carers and the wider community
- Give guidance on developing, implementing and monitoring the drug education programme
- Enable staff to manage any drug related incidents on the premises
- Ensure that the response to drug-related incidents complements the approach to drug education and values and ethos of the school
- Provide a basis for evaluating the school drug education programme and management of drug-related incidents
- Reflect the schools approach to health as part of the NHSS

The drug policy applies to the school and playing fields including pupils, staff, governors, parents/carers, and anyone else visiting the school. It also includes all pupils and staff/helpers on school trips.

3. Definition of 'drugs'

This policy uses the definition that a drug is:

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

The term 'drugs' includes:

- All illegal drugs
- All legal drugs including alcohol, tobacco and volatile substances which can be inhaled
- All over-the-counter and prescription medicines.

4. Statement on drugs

Little Hill School finds it wholly unacceptable within the school premises or grounds to introduce, sell or use illegal drugs or to misuse legal drugs or substances. Appropriate steps will be taken to deal with any drug-related incidents which occur.

The school has a policy on the administration of prescription medicines when necessary, which conforms to LA guidelines.

The first concern in managing drugs is the health & safety of the school community and meeting the pastoral needs of pupils.

5. Responsible staff member

The senior member of staff responsible for drug related issues is the Headteacher.

6. Drug Education

6.1 Educational Aims and Objectives

The school's drug education programme is part of a whole school approach to the health education of pupils. The overall aim is to give pupils the knowledge, understanding, skills and attitudes to take responsibility for making informed choices about their health and the use and misuse of drugs, both now and later in life, and to emphasise the benefits of a healthy lifestyle. Drug education will link in with the National Healthy School Standard and the whole school ethos of promoting high self-esteem and Emotional Literacy within pupils.

Specific aims of the Drug Education Policy are:

- To promote and develop positive attitudes and behaviour towards good health.
- To enable pupils to make healthy informed choices.
- To foster and develop self-esteem.

- To provide accurate information.

- To increase understanding about the implications and possible consequences of use and misuse.
- To practise the skills necessary to deal with a drug offer situation.
- To widen understanding about health and social issues.
- To enable young people to identify sources of appropriate personal and professional support.

6.2 Elements of the School Drugs Education Programme

The aims of imparting knowledge/understanding, skills and attitudes will be fulfilled through the teaching of the Science and PSHE/C and PE curricula and through developing the whole school ethos.

The Drug Education Programme for **Foundation & Key Stage One** includes the following elements:-

Knowledge & Understanding

1. The School's policy relating to medicine;
2. Provide basic information about how the body works and ways of looking after the body (Year R/Year 1)
3. The role medicines play (both prescribed and over the counter) in promoting health and reasons people use them; (Year 2)
4. That all drugs can be harmful if not used correctly; (Year 2)
5. Simple safety rules about medicines and other substances used in the home, including solvents; (Year 2)
6. The general effects of alcohol and tobacco on the body and behaviour;
7. People who are involved with medicines (e.g. health professionals, pharmacists, shop keepers);
8. People who can help children when they have questions of concerns

Skills

1. Communicating feelings such as concern about illness and taking medicines;
2. Following simple instructions;
3. Knowing when and how to get help from adults

Attitudes

1. Which value their own body and recognise its uniqueness
2. Towards medicines, health professionals and hospitals;
3. Towards the use of alcohol and cigarettes;
4. Consider their responses to media and advertising presentations of medicines, alcohol and smoking.

The Drug Education Programme for **Key Stage 2** aims to increase and develop the key elements:

Knowledge and understanding

1. School policies relating to medicines, alcohol, tobacco, solvents and illegal drugs;
2. More detailed information about the body, how it works and how to take care of it;
3. Different types of medicines (both prescribed and over the counter), legal and illegal drugs
4. People who can help children when they have questions or concerns;
5. Dangers from handling discarded syringes and needles.

Skills

1. Identifying risks;
2. Coping with peer influences;
3. Communicating with others;
4. Decision making;
5. Giving and getting help;
6. Safety procedures when using medicines

Attitudes

1. Valuing oneself and other people;
2. Taking responsibility for decisions and actions
3. Considering social and moral dilemmas

6.3 Organisation of the Drugs Education Programme

- Key Stage Co-ordinators are responsible for Health Education within their Key Stage
- All class teachers are responsible for teaching the relevant sections of the Science, PHSCE and PE curricula and for developing the school ethos within their class
- All staff working with children should be aware of any worries and concerns that individuals may have, and ensure that children get appropriate support (see section on confidentiality).
- Class teachers and Key Stage Co-ordinators are responsible for assessing pupil needs within their class/Key Stage in relation to drug education

7. Methodology and Resources

Drug education should help pupils make informed choices and establish a healthy lifestyle, and they should be involved in active learning experiences.

A wide range of teaching methods will be used including discussions, role-play and other active, creative ways of involving pupils in understanding the issues.

The use of Circle time involves the laying down of ground rules in dealing with sensitive issues.

Resources will be kept on the PSHE/C shelf in the staffroom.

8. Staff Support and Training

The member of staff responsible for drug related issues will be sent on appropriate training courses and will cascade information to staff.

General staff training will be built into the school development plan as soon as possible.

9. Assessment and monitoring

Assessment of the Science and PE elements of the drugs Education Programme will be assessed according to the National Curriculum.

Assessment of PHSCE elements will be by teacher assessment, following observation of pupils' contributions in discussion, role-play etc.

Pupils will be encouraged to undertake self-assessment and peer-group assessment, reflecting on what they have learnt.

Achievement in the Drug Education can form part of the PHSCE section of the school report.

The responsible member of staff for drug issues is responsible for overall monitoring of drug education, with feedback from curriculum co-ordinators.

Feedback from pupils, class teachers and parent/carers will be used to evaluate the effectiveness of the Life Education Programme.

The Drug Education programme should be reviewed annually.

10. Management of drugs at school

If a drug-related incident occurs staff should:

- Inform Head Teacher and/or responsible member of staff.
- Inform parent/carer providing this does not place child at risk. (On advice from Head Teacher.)
- Legal substances can be returned to parent/carer or disposed of safely.
- If disclosure is made by/about a child or carer, advice or information should be offered. Assess whether further action is necessary e.g. is it putting the child at risk. Consider issues of confidentiality.
- Identify the needs of those involved in any incident and decide on an appropriate response – curriculum, pastoral, disciplinary or referral to other agency. Provide pupil and carer with access to further forms of support. Provide information in school, for example if a discarded syringe were to be found children should be warned of the dangers as a matter of priority
- Seek outside support if necessary e.g. LA, school health team, child protection officer, EWO, police etc.
- In the case of illegitimate sale of legal or illegal drugs, the Head Teacher will decide whether to inform the police – it is not a legal obligation to do so.
- All decisions and actions should be recorded. The outcome for pupil and school community should be monitored and the effectiveness of policy and practice assessed.
- Permanent exclusion of a pupil is seen as a last resort.
- In the extremely unlikely event of a drug related incident the following procedures should be followed :
Ascertain if there is any medical emergency, and call ambulance and follow First Aid procedures if necessary.
Remove drug/paraphernalia using gloves and place in a secure container. Liaise with LA on safe disposal of matter such as needles.
Temporarily store drug/paraphernalia in a secure place.

11. Police involvement

Police should be involved in any incident involving the sale or use of illegal drugs, although there is no legal obligation to give a pupil's name. The Head Teacher will make the decision on the need to involve the police.

Incidents where a parent/carer is behaving under the influence of drugs or alcohol on school premises will be judged on the circumstances and the Head Teacher will make a decision as to whether the police should be called.

The Police Schools' Liaison Officer is PC Helen Danson.

12. The needs of pupils

Class teachers and others involved in the care of children (e.g. Nursery Nurses, LSA's etc) should be aware of the pastoral needs of children affected by drug-related issues. Concerns should be raised with the Head Teacher, Responsible Teacher, and SENCo, and appropriate support structures activated. (See section on confidentiality).

13. Confidentiality

Teachers and staff cannot and should not promise total confidentiality in drug related issues. This should be made clear to pupils. However requests for confidentiality should be honoured unless this is not possible in relation to:

- Child protection
- Co-operating with a police investigation
- Referring to an external agency.

Every effort should be made to secure a pupil's agreement to the way in which the school intends to use any sensitive information: it should only be in exceptional circumstances that sensitive information is passed on against a pupil's wishes, where possible the school should inform the pupil first and explain why this needs to happen – e.g. where there is a child protection issue or a life is in danger.

14. Involvement of parents/carers

In the event of any incident involving the misuse of any legal or illegal drug on school premises, the Head Teacher will take the decision as to whether parents/carers should be informed, and how they will be involved in dealing with the incident.