
QUEENS' CRESCENT SCHOOL

DRUGS POLICY

Rationale

- To support the school's endeavour to maintain the safety and well-being of all pupils, staff and visitors
- To clarify legal responsibilities, entitlements and obligations
- To support all the members of the school community by providing clear guidance and procedures on drug related issues to ensure clarity and consistency
- To develop a whole school approach to drug education in the context of the school curriculum

Although a separate policy, this forms part of the Personal, Social and Health Education policy. This is also supported by a range of school policies such as single equalities, behaviour, anti bullying, health and safety, child protection and Supporting Pupils with Medical Conditions.

Key roles and responsibilities

The Head of School, link Governor and the PSHE Coordinator are the staff responsible for drug related issues.

Inclusive definition of drugs

- We define a drug as a substance which, when taken into the body, changes the way we feel, the way we perceive things, and the way our body works. This definition includes illegal substances and also legal substances such as alcohol, tobacco, solvents and medicines.

This policy uses the definition that a drug is: 'A substance people take to change the way they feel, think or behave' (United Nations Office on Drugs and Crime). 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

Effective Drug and Alcohol Education can make a significant contribution to the development of the personal skills needed by pupils as they grow up. It also enables young people to make responsible and informed decisions about their health and well-being. Moral and Values Framework. The Drug and Alcohol Education programme at our school reflects the school ethos and demonstrates and encourages the following values. For example:

- Respect for self

- Respect for others
- Responsibility for their own actions
- Responsibility for their family, friends, schools and wider community

The school uses Jigsaw Guidance appendix 1 shows specific Drug and Alcohol Education learning intentions for each year group in the 'Healthy Me' Puzzle.

Rationale

It is our aim to help all pupils to be able to take their place safely in a world where a wide range of drugs exists. We recognise that some drugs have beneficial effects, but also that every drug has potential harm. For this reason, all drugs need appropriate and responsible care and management. In order to be able to make informed choices, staff and pupils need to understand the nature of drugs, their social status, their uses and effects.

Boundaries, including relevance of the policy to school trips and visits

The legal definition of premises of the school includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings managed by the school at the time of a school trip or visit.

Drug Education

Context

We will provide all pupils with drug education as an integral part of our Personal, Social and Health Education (PSHE) and Citizenship programme. The children know this as Jigsaw Time.

Ethos

Drug education in our school aims to enable pupils to make healthy informed choices by increasing their knowledge, exploring a range of attitudes towards drug use and developing and practicing decision making skills. The programme we follow is based on national and local guidelines for good practice and will be appropriate to the age and experience of our pupils.

Content and delivery

Teaching will be based on an understanding that a variety of approaches should be used in order to meet the differing needs and learning styles of pupils. It is recognised that active or participatory learning styles can be particularly helpful in developing skills, knowledge and values.

Please see appendix 1 for the scheme of work.

- **Use of visitors and outside speakers**

Drug education in our school is supported by the following: e.g. Life Education Centre, School Health Nurse, Police liaison Officer, Youth Worker etc

We use visitors to support our planned teacher lead programme of education, in line with national and local guidance. The class teacher is always present when visitors are working with our pupils.

Evaluation

The programme is regularly evaluated through recorded pupil feedback and staff discussions.

Managing drug related incidents

Pupils, staff and visitors to the premises are made aware of the school's drug policy.

Routine arrangements

- **Medicines**

The school has a procedure for the administration of medicines that must be followed for everyone's safety.

- **Alcohol**

No alcohol will be consumed during the course of a normal school day. Alcohol is not permitted on the school premises except at the discretion of the headteacher.

Parents and visitors under the effects of alcohol will be asked to leave the premises for the safety of the whole school.

- **Tobacco**

The school is a no smoking building at all times. 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.

- **Solvents**

The school will ensure that potentially hazardous substances are stored safely, and pupils will be supervised if it necessary that they come into contact with them in the course of their work. Pupils are not permitted to be in possession of sniffable products.

- **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.

Incidents

A drug related incident may include any of the following:

- Finding drugs, or related paraphernalia on school premises
- 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 of drug possession supply or drug use.
- Reports of drug possession supply or drug use.

Guiding principles

The school is aware of its legal responsibilities in regard to drug related incidents and in responding to them.

We seek to work in line with national and local guidance as outlined in Wiltshire LA Young People And Drugs Guidelines For Schools.

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 or other designated member of staff, will normally be responsible for coordinating the management of drug related incidents, offering sources of support and liaising with outside agencies.

Incidents will be dealt with after making an assessment of the situation.

Appropriate support will be offered to those with substance misuse problems.

Evidence of drug use or possession will not necessarily result in exclusion, which will only be considered in serious cases in line with D.f.C.F. guidance on exclusion.

The school will always seek to respond appropriately to each individual case by selecting from a range of possible responses, that which is most appropriate.

Procedures

• Medical emergencies

If an individual is unconscious, is having trouble breathing, is seriously confused or disorientated, has taken a harmful toxic substance or is otherwise at immediate risk of immediate harm medical help will be sought and first aid given if required. The priority will be the pupil's safety.

• Individuals in possession of drugs

If any pupil or adult on school premises is found in possession of an unauthorised drug it will be confiscated whenever possible. If the drug is suspected to be illegal, the school may wish to contact a police officer for discussion. If the substance cannot be legally destroyed or disposed of they will be handed to the police as soon as possible and not stored for any longer than is necessary. Talking with an individual about a drug related incident will have as its purpose to confirm or reject suspicions or allegations, rather than to conduct a wider investigation. Parents of pupils will normally be informed and other professionals may be informed or consulted as appropriate.

• Support for pupils

At our school the welfare of the pupil is paramount. We maintain that constructive strategies that enable pupils to continue to benefit from continued education are preferable to exclusion.

Following actions to preserve immediate safety, the health and emotional needs of pupils will be considered. Support is available through the pastoral system to ensure a caring response to pupils in distress. Interventions will be considered if the school feels a pupil is showing signs which indicate particular risks of, or from, involvement with drugs, whether their own or that of their parent or carer. Such interventions may include consultation and subsequent referral. Exclusion from school will rarely be considered, as it is recognised that pupils become significantly more vulnerable to drugs than those within formal schooling.

• Disciplinary responses and sanctions

Permanent exclusion is regarded as a last resort when all other options have been exhausted and serious anti-social behaviour still persists. A range of other sanctions are available that may be employed to help young people learn from their mistakes and send out a clear warning to other young people. These include: The removal of certain privileges, agreeing a contract of behaviour, detention, and short term exclusion. A case conference will be called if necessary. Each case will be assessed and levels of sanctions may vary according to the seriousness of the incident, the pupil's involvement and other factors.

- **Recording**

All incidents will be recorded within 24 hours. Forms will be stored securely in the office.

Confidentiality

Complete secrecy can never be promised to a pupil, though information given in confidence will not generally be disclosed to anyone else. If a pupil chooses to disclose that they are using a drug without medical authorisation, particularly when seeking support, this information will not be used against them. However action will be taken to ensure that the pupil comes to no serious harm if this is considered a significant risk. Staff have a commitment to inform the pupil in advance of any disclosure of information to others and if possible enable the pupil to be involved in the process. Staff are committed to protect a young person's anonymity where their disclosure may implicate others. Regarding disclosures staff need to carefully define and communicate the boundaries of confidentiality offered.

Staff training and support

We recognise the need for staff to receive appropriate training to support their work in delivering the school programme of drug education and dealing appropriately with incidents should they arise. The PSHCE leader will organise training related to the identified needs of staff as required. Training opportunities provided by the LA Health Team and Wiltshire Drug and Alcohol Action Team are regularly used.

Dissemination, monitoring and evaluation

A copy of the policy is available on request from the school office and all staff and governors have been informed of this. All teaching staff have received a copy. It will be publicised, included in induction of new staff and supply teachers and monitored for effective use. It will be mentioned in the school prospectus, staff and governors' handbooks.

The policy will be reviewed regularly. This review will take into account the usefulness and effectiveness of the policy using comments and observations from the school community as well as any changes or recommendations related to national findings and recommended good practice around drug education and management of incidents.

The Full Governing Body agreed to adopt this policy at the meeting held on 21st January 2019.

Signed Dated.....

Mrs W Matthews Head of School

Signed Dated

Mrs R Dimech Chair of Governors

