



Federation of Beckwithshaw and Kettlesing Felliscliffe Schools and Ripley Endowed CE School

Drugs Policy

At Ripley Endowed we work together (share) with reliance and support (trust) so that we can all flourish (aspire) in a world where everyone's talents, skills and experiences are recognised (respect). 'Therefore encourage one another and build each other up, just as in fact you are doing' 1 Thessalonians 5:11

Introduction

The definition of drugs used in this policy is the definition given by the United Nations Office on Drugs and Crime: "A substance people take to change the way they feel, think or behave".

This refers to all drugs whether:

- Illegal drugs (those controlled by the Misuse of drugs Act 1971) such as ecstasy, cannabis, crack/cocaine, heroin and LSD etc.
- Drugs that are legal to use but are covered by some legislation such as selling to under 18 year olds including alcohol, tobacco and volatile substances (solvents).
- Drugs that are sold under another use such as poppers.
- Over the counter and prescription medicines.
- Other drugs such legal highs/Novel Psychoactive Substances that are illegal to sell for human consumption and e-cigarettes to under 18s.

Definitions of other key words

Drug use describes any drug taking. Any drug use can potentially lead to harm, including through intoxication, breach of the law or school rules, or future health problems.

Drug misuse is drug taking which leads to social, psychological, physical or legal problems through intoxication, regular excessive consumption and/or dependence.

Links to other policies

This policy should be read in conjunction with the following policies; PSHE, Health and Safety, Behaviour, Safeguarding and Administration of Medicines.

Why is a policy needed?

Although it is highly unlikely that illegal drugs will be in our primary schools, we believe that drugs play a part in the lives of every one of us and recognise that drug use and misuse can have a serious effect on health, well being and academic achievement. We therefore have a crucial role to play in drug prevention and education.

Primary aged children need to be protected from the harm that drugs can cause and it is our responsibility to give them the knowledge and skills to be able to be healthy and keep safe.

We take a positive and proactive approach to the issue of drugs and this policy aims to:

- Give a clear view on the use of drugs in school.
- Provide information so that everyone is clear about the procedures should an incident occur and the approach taken by the school.
- Give information about what is taught, how it is taught.
- Give guidance to teachers, support staff and visitors about drug education.

Drug Education

We take a whole school approach to drugs through:

- A planned drug and wellbeing education programme through the Jigsaw PSHE scheme as well as science.
- Carefully considered responses to drug-related incidents.
- Clear rules and sanctions related to drugs.
- Access to specialist support and advice, if needed.
- Providing training and support for staff, if needed.

Where drug education is taught in the curriculum?

Teaching about drugs, alcohol and tobacco is taught through PSHE and in science where it is required in the National Curriculum.

Key Stage1 focuses on: what are safe and unsafe substances; what medicines are; why people take them and how to take them safely; being ill and getting better and what to do if someone persuades you to take something dangerous.

Key Stage 2 focuses on: what a drug is; the effects and risks of drugs including tobacco and alcohol; managing peer influences and resisting pressure to take risks and be able to make safe decisions.

How it is taught (including involving outside contributors)

A wide range of active teaching methods are used that enable pupils to learn skills to be safe and healthy; discuss their views; explore their own and other peoples' attitudes and values about drugs; learn key information about the effects and risks of drugs as well as practice skills to stay safe if involved in a drug-related situation. Such activities include role-play, discussions, debates, case studies, quizzes, research and games.

Management of Drugs in School

Our schools do not permit the possession, use or supply of any illegal or legal drug (unless authorized 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 and at school social events.

These rules apply equally to staff, pupils, parents and carers, governors and those working and visiting the school.

Management of authorised legal drugs

This school has agreed that there are circumstances, when some legal drugs are authorised for use in school. These are prescribed medicines, hazardous chemicals (and solvents) and alcohol.

(i) Medicines

In most cases, staff do not administer medicines at school to pupils unless it would be detrimental to health or attendance not to administer and only with parental written consent. Details about managing medicines can be found in our policy on supporting pupils with medical needs. The decision to allow pupils to self-administer medicines rests with the Headteacher.

Schools are allowed to keep a salbutamol inhaler and epi pens for use in emergencies. It is only for children who have written parental consent, who have been diagnosed with asthma/allergies and prescribed an inhaler/epi pen, or who have been prescribed an inhaler as reliever medication. Please see our school protocol for using the emergency inhaler as part of our supporting pupils with medical conditions policy (at Beckwithshaw and Kettlesing Felliscliffe currently).

Asthma inhalers/epi pens, held in school with written parental consent, are kept secure with safe and easy access for school staff authorised to administer. This medication is taken on all off-site visits and held by the accompanying school staff.

Staff are aware of any serious medical conditions which affect pupils in their class.

The School Administrators will be informed of any children attending the school with medical conditions. Advice will be sought on ensuring they have an appropriate care plan and that school staff are trained to administer any medication required for the day to day management of their condition in school or during a medical emergency.

(ii) Hazardous chemicals and volatile substances (solvents)

Arrangements for the secure and safe storage of chemicals e.g. for cleaning are set out in the Health and Safety documentation.

In the event of a child or adult whom is required to use medical sharps to address the management of their health condition (e.g. insulin or gluco blood testing) a medical sharps disposal bin will be provided.

(iii) Alcohol

There are occasions when alcohol is authorised at school during parent's events and staff social events. Staff accompanying pupils on field trips, school visits or supervising after school activities are not permitted to drink when responsible for pupils.

Management of Drug

In this school, a drug-related incident includes any incidents involving any drug that is unauthorised and therefore not permitted within the school boundaries.

Drug related incidents in a primary school rarely involve illegal substances but can involve:

- Pupils smoking cigarettes in school.
- A parent/carer collecting their child whilst drunk.
- Pupils selling cigarettes to other pupils.
- Misusing another pupils' asthma inhaler.
- Disclosing concern about a family member who has a drug problem.
- Giving illegal drugs/medicines to another pupil.
- The school caretaker finding used syringes in the playground.

School responses to drug-related or unknown substances incidents

In all drug-related incidents, the following principles will apply:

- The head teacher and base leader will be informed immediately.
- All situations will be carefully considered before deciding on the response, but the needs of the pupil(s) 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 as appropriate and in keeping with legal requirements.
- A range of responses will be considered including disciplinary and counselling/supportive responses. Permanent exclusion will not be the automatic response and will only be used in the most serious cases and as a final resort.
- Decisions about the response will depend on the severity of the situation; whether the offence is one of a series or a first time and whether the person involved is putting themselves and others at risk.
- Incidents will be reported to the Chairs of Governors, NYCC HandS and a Near Miss form completed.

Reporting a drug-related incident

All drug-related incidents are reported to the Headteacher. Although there is no legal obligation to report an incident involving drugs to the police, we will inform Police immediately any incident involving a suspected illegal drug. Incidents involving legal drugs will remain school matters.

Recording the drug-related incident

All drug-related incidents are recorded on a drugs incident form which is kept in the safeguarding file on the server.

Medical emergencies when a pupil is unconscious as a result of drug use

The pupils not left alone where possible and the staff member will call for assistance. The pupil will be placed in the recovery position if there is risk of vomiting and an ambulance called immediately. Parents/carers will be informed immediately.

Intoxication, when a pupil is under the influence of a drug

The pupil will be removed to a quiet room and not left alone. The pupil will be helped to calm down and medical assistance sought immediately. Parents/carers will be informed and called to the school.

Discovery/observation

When a person is discovered using, supplying or holding a substance that is not permitted on school premises and which is described in this policy.

If the substance is suspected to be illegal, staff can take temporary possession of it

- It will be confiscated, in the presence of a second member of staff as witness.
- The sample will be sealed in a plastic bag with details of the date and time of the seizure/find and witness present and stored in a secure location (e.g. lockable container) with access limited to the Head and base leader.
- The pupil will be taken to the school office and the Head or base leader called and the pupils questioned.
- The police will be notified immediately, who will collect it and store or dispose of it, in line with locally agreed protocols.
- We will record details of the incident, including the police incident reference number.
- We will inform the pupil's parents/carers and they will be asked to come into school, unless it is not in the best interests of the child to do so.
- Identify any safeguarding concerns and develop a support and sanctions response including internal exclusion whilst investigations are carried out.

If the substance is legal (but unauthorised in school) it will be disposed of or handed to the parent/carer.

Searches

Staff are allowed to confiscate pupil's property, as a disciplinary penalty, where reasonable to do so, including substances, whether legal or not. If staff find other substances which are not believed to be illegal/controlled drugs these can be confiscated where staff believe them to be harmful or detrimental to good behaviour.

If school staff are unable to identify the legal status of a drug, it should be treated as an illegal drug.

If a member of staff has reasonable grounds for suspecting that a pupil is carrying illegal drugs on them or in their personal property, they will ask the pupil to voluntarily produce the substance, in the presence of another member of staff. In circumstances where a pupil refuses to do this, the parents/carers will be asked to come to school immediately and the pupil will be removed to a safe area where a staff member will remain with them.

Teachers can search pupils' bags/trays and, in circumstances where a member of staff believes drugs have been stored there, they will seek the pupils' consent and search with another member of staff present. If consent is refused, the decision to search will be taken by the Headteacher or base leader.

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. In these situations, staff will be non-judgemental and caring and will show concern for the pupil. Pupils know that teachers cannot promise total confidentiality. The Headteacher or DSL should be informed as soon as possible so that appropriate support can be found.

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

Intoxicated parents/carers

Our schools rules for drugs apply to all people who are on the school premises and we expect that parents/carers will adhere to these rules. If a parent/carer comes to school and appears to be under the influence of drugs or alcohol, they will be asked to leave. If they have come to collect their child, we will sensitively offer to phone for someone else to come and collect the child. If we are concerned that the child is at risk then we will follow the Child Protection procedures.

Needs of pupils

We are sensitive to the needs of students whose parent/carers or family members have problems with drugs. Where problems are observed or suspected or a pupil discloses problems, we will assess the pupils' welfare and support needs and if needed, involve external support for the child and, where appropriate, for the family.

Confidentiality

Pupils need to be able to talk in confidence to staff without fear of being judged or told off. The welfare of children will be central to our practice. However, teachers cannot promise total confidentiality in order to seek specialist help if needed. This is made clear to pupils. Information about a pupil in relation to drugs will follow the same procedure as for other sensitive information. If teachers have any concerns about the welfare of children, they must inform the Head teacher.

Working with Parent/carers

Parents/carers will be informed immediately if their child has been involved in a drug-related incident. However there may be some exceptional situations where involving the parents may put the child at risk and, in these cases, the school will exercise some caution. The decision will be taken by the Headteacher in liaison with the designated child protection officer with the child's welfare a priority.

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