



# Drug Education & Dealing with Drug Related Incidents Policy

Approved by: SSEI Date: September 21

Last reviewed on: September 21

Next review due by: September 22

Dissemination of the Policy: All staff and Governors, School Website

History of policy changes

Date	Version	Change	Origin of change e.g. change in legislation, request by TU	Changed by

### **Purpose and aim of the policy and procedures**

In line with the Government's 'Drugs Strategy 2010' and the DfE Drug Advice to Schools September 2012, Pittville School has a policy on drug education and dealing with drug-related incidents, and provides a quality drug education programme for all our pupils.

Pittville School acknowledges that it cannot solve all the problems of drug misuse in society but recognises that education can play a key role in ensuring that young people know the risks of taking drugs, have the knowledge and skills to make informed decisions and know how to access support and help if needed.

Pittville School is committed to safeguarding the health and safety of its members and will not knowingly permit or tolerate possession, consumption, supply, or offer to supply, of any restricted drugs on the school premises. Where appropriate this will extend beyond the school gates (as described in the school's Behaviour Policy and in [Behaviour and discipline in schools Advice for headteachers and school staff - January 2016](#)). If any of these offences are committed, they will be thoroughly investigated and sanctions applied when necessary. School staff and other adults on site should act at all times as responsible role models and set a good example of drug-related behaviour.

Therefore, this policy, with reference to restricted drugs, will apply to any person on the school premises, unless the Head Teacher has agreed for the rules to be altered for a particular occasion.

### **Aims of Drugs Policy and Procedures**

- To provide a protective framework within which staff can teach and pupils can be taught
- To help children and young people resist drug misuse in order to achieve their full potential in society
- To ensure that all pupils are given opportunities to develop skills, explore attitudes, consider consequences and increase knowledge and understanding in order to make healthy informed choices about drug use and misuse

### **To Achieve the Aims of This Policy The School Will**

- provide pupils with accurate information about substances in order to dispel myths
- increase understanding about the implications and possible consequences of drug use including related health and social issues
- develop personal and social skills such as communication, assertiveness and decision making skills
- develop and enhance self-esteem and self confidence
- inform pupils about appropriate sources of additional support available to them and enable pupils to access this support

### **Members of Staff Responsible**

Assistant Headteacher (Pastoral) and the PHSE Co-ordinator, (who will cover for each other in a case of absence). They will:

- Keep updated on professional development needs in relation to drug education and dealing with drug-related incidents, and lead on the co-ordination of staff training including cascading of relevant information to staff (through twilight sessions, briefings, school newsletter etc)
- Ensure that training materials and leaflets are in line with the ethos of the school, and age and needs appropriate
- Liaise with outside agencies as appropriate

### **Drug Definition**

A drug is a substance, legal or illegal that can alter the way the mind or body works. Therefore this policy will include alcohol, tobacco products, caffeine, solvents and other volatile substances, over the counter drugs and medicines, prescribed medicines including tranquilizers and painkillers, new psychoactive substances (NPS) and illegal drugs.

### **(A) Drugs Education**

To be effective, drugs education must take into account pupil's views and build on their existing knowledge and understanding in addition to being taught by skilled and confident teachers. The curriculum should cover all drugs and, when appropriate, should focus on drugs of particular significance to pupils such as alcohol, tobacco, cannabis, volatile substances and Class A drugs. To ensure this, the curriculum is based on a needs' assessment, carried out through: the Online Pupil Survey; the school's behavior log; and safeguarding referral meetings. Drugs: Guidance for Schools (DfES), states that schools should ensure that pupils vulnerable to drug misuse are identified and receive appropriate support either from within the school or through referral to other services.

At Pittville drugs education will be taught in the main through the PSHE curriculum in conjunction with science, PE, English and Drama. A clear audit of the each subject area ensures who is delivering which aspects, how and when; avoiding repetition or omission, allowing pupils to build on existing knowledge, skills and attitudes.

Drugs guidance for schools (DfES, February 2012) states that all schools should have a drug education programme which is developmental and appropriate to the age, maturity and ability of pupils. Therefore, lessons are carefully planned, with appropriate grouping of pupils for different activities, clear learning outcomes for each topic and strategies for assessment. The whole programme is monitored at regular intervals throughout the year and the program annually evaluated; at both school and county level. The PSHE Co-ordinator takes the lead on these reviews and any subsequent amendments. Teaching is inclusive and differentiated for those with SEND. Pupil's diversity is also taken into account.

### **Content of Drug Education Programme**

The key aim of the drug education programme at Pittville School is to enable pupils to make healthy and informed choices. This aim will be achieved through: increasing knowledge,

changing attitudes and enhancing awareness of drugs. The taught programme will also aim to impact positively on pupils' behaviour.

The following elements of drug education will be taught:

- The misuse and effects of solvents, tobacco, alcohol and other drugs on pupils health
- The causes of risky behavior and the impact of risky behavior on our physical and mental health. Developing links to other parts of the PSHE e.g. the SRE curriculum

The school also actively co-operates with other agencies such as the Info Buzz, Gloucestershire Police and GHLL to deliver its commitment to drugs education and to deal with drug-related incidents.

### **Assessment, Monitoring and Evaluation**

Lessons will be carefully planned to ensure that the pupils reflect with the teacher on what they have learned in terms of knowledge and understanding, development of skills, and how their attitudes and values may have changed.

Teachers also have the opportunity to reflect on what they have learned from the programme. Pupils record their progress and achievement in individual pupil profiles and also record agreed goals/targets for further progress. Tutors will report on personal and social development in pupils' annual school reports and will incorporate progress and achievement in drug education within this.

The PSHE Co-ordinator will lead on monitoring and evaluating the teaching programme as a whole at regular intervals throughout the year and formally on an annual basis.

### **Staff Professional Development and Training**

All staff are given training on dealing with drug-related incidents as part of their induction to the school. There are also training opportunities addressing:

- Signs and symptoms of drug use and misuse
- Drug awareness
- Delivering effective drug education
- Key staff will also be trained in the use of the Substance Misuse Screening Tool.

### **Outside Speakers and Contributors**

When outside speakers/contributors are used to complement the work of the school, the sessions are jointly planned beforehand with the PSHE Co-ordinator and/or the teacher(s) presenting the session(s). This will include agreement on the content, learning outcomes, methods of evaluation, and any possible follow up work. The visitor's contribution will be incorporated into the programme of drug education and not used in isolation from it. Outside speakers/contributors will be given a copy of the school drug policy and any other relevant school policies prior to the visit, to ensure that they are aware of the ethos of the school, and how incidents are dealt with should any occur.

### **Storage and Handling of Medication**

Please refer to Administration of Medicines Policy which also covers the use of prescription drugs in school.

### **(B) Dealing with Drug-Related Incidents**

There are a variety of situations that would constitute a drug-related incident, these are outlined below:

- Pupil/s judged to be under the influence of drugs/alcohol
- Bringing a controlled substance onto the school premises.
- Discovery - drugs/alcohol/paraphernalia found on pupil
- Drugs/alcohol/paraphernalia found on premises
- Supplying by: pupils, school staff, parents/carers or persons external to the school community
- Disclosure
- Suspicion or rumour
- School staff/parents/carers/person external to the school community under the influence of drugs/alcohol on school premises.

### **Boundaries and School Responsibility**

Pupils are expected to adhere to this policy once they have entered the physical boundaries of the school until they leave the same boundaries at the end of the school day. The policy will also apply to pupils on their journey to and from school and if they leave the school premises during the school day.

Pupils will also be expected to adhere to this policy whilst they are on placements, or on a residential or school trip, whether supervised or not. Any pupil involved in a drug-related incident on such an occasion will be dealt with according to this policy.

People concerned in the management of any venue hosting an event may impose additional procedures/sanctions.

### **Support and Sanctions**

Any response will be taken after considering all the relevant facts and information about a pupil and the circumstances in which any drug-related incident has come about. There will not be an automatic sanction applied to any drug-related incident in school with the exception of dealing/supplying illegal drugs in school (see below). Depending upon the severity of the incident, the Head of House, designated member of the SLT and any external agency that can extend support to the school or pupil may be involved in implementing the support and/or sanction applied. The school response will be part of a supportive network developed to ensure that the school uses its powers to protect the long-term welfare of all the pupils in the school.

There is a range of possible responses that the school may implement, e.g. (not in hierarchical order):

- Establish an individual teaching plan, personal support programme or other support plan.
- Change things at school, e.g. teaching set, tutor group, subject options
- Make sure the young person is not a victim of bullying or similar treatment
- Use the rewards system for appropriate behaviour changes

- Encourage positive input to school, e.g. participation in peer education programmes, monitor duty, playground duty
- Assessment by the educational psychology service
- Consultation with support services
- Access to counselling
- Application for an Education, Health, Care Plan (EHCP)
- Application of school's sanction system for inappropriate behaviour
- Supervision at break and lunch times
- Referral to the school nurse
- Referral to a local drug support agency
- A letter home to parents and carers
- The parents and carers being asked to attend the school to meet with key staff
- Involvement of the police - The school will consider involving the police for serious offences or where there is lack of co-operation from the pupil or parents. In addition, the school may also impose internal sanctions to help the pupil benefit from the experience and use the incident as a deterrent within the school
- Fixed term or permanent exclusion may be used when other options have been explored or where it is demonstrated that there is a significant risk to the safety or welfare of staff or pupils. Unless there are exceptionally mitigating circumstances, the school consequences regarding possession or consumption of unauthorised drugs/medicines on site will lead to an exclusion - fixed term and permanent will be considered. Any person caught bringing drugs onto the school site for shared use or sale will be permanently excluded. Any pupil who is found in possession of drugs and who has already been excluded for the possession of drugs (i.e. a repeat offender) would most likely be permanently excluded.

### **Records**

Records will be kept using the school's SIMS database for all drug-related incidents. These will be kept securely and will only be shared with key people with consent from the Head Teacher, Deputy and/or SLT representative.

### **Confidentiality (and disclosure)**

Pupils wishing to disclose drug use by themselves or their peers to school staff are informed that confidentiality cannot be guaranteed and that the issue may need to be taken further for the pupil's safety. Any information will be recorded and treated sensitively in line with the school's Safeguarding Policy.

### **Public Disclosure**

The main purpose of drug education is to develop pupils' knowledge, skills, attitudes and values and not to find out about their personal drug use. For this reason, this point is addressed within the first lesson of any drug education programme so that neither staff nor pupils will discuss any personal drug use. Public disclosure from staff and pupils should be discouraged at all times. However, staff should make it clear to pupils that they can talk with them privately on matters that are concerning them (see Confidentiality above). At the start of the drug education programme, pupils and staff are encouraged to draw up a set of ground rules which will include issues of confidentiality. If any member of staff or a pupil is asked about personal drug use, they will refer back to these ground rules.

### **Collecting Evidence**

- Any suspicion of drug use or possession should be passed on the Pastoral Team or SLT immediately
- Teaching and Pastoral staff (including the EWO) are authorised to search pupils suspected of being in possession or under the influence of drugs, either with or without their consent, as outlined in the school's Behaviour for Learning Handbook and in the school's Behaviour Policy. However, the decision to search would usually be made by a senior member of staff (a member of SLT or a Head of House)
- The member of staff carrying out the search must be the same gender as the pupil being searched
- There must be a witness (also a staff member) and, if at all possible, they should be the same gender as the pupil being searched
- The law permits school staff to take temporary possession of a substance suspected of being a controlled drug for the purposes of protecting a pupil from harm and/or committing an offence of possession
- The substance should either be handed to the police who will be able to declare if it is an illegal drug or it should be disposed of in the presence of a witness, but its identity cannot be claimed in retrospect. School staff should not attempt to analyse or taste an unidentified substance. Any confiscated substance must be kept in the school safe until it is either handed over to the police or disposed of as described above. The substance should be placed in the safe by the members of staff who confiscated it and this must be witnessed by a member of SLT. Each member of staff involved in the search and confiscation must record the details of how the substance was stored in their written statement.

### **Needle Disposal**

The Site Manager will be trained to deal with discarded injecting equipment appropriately and ensure the equipment for disposal is securely stored in the school.

### **Monitoring and Evaluation**

The PSHE Co-ordinator and the Assistant Headteacher (Pastoral) will take the lead on monitoring the school policy and its implementation, and acting on any resulting recommendations. This will happen informally on an annual basis, with a formal review and any necessary re-writing of the policy on a two year cycle by the Headteacher or nominated representative. The Policy will then be reviewed to ensure compliance.

### **Linked Policies**

- DfE Behaviour and Discipline in schools – January 2016
- Anti-bullying Policy
- Behaviour Policy
- Equality and Diversity Policy
- Home School Agreement
- Safeguarding Children (Child Protection) Policy
- SEND Policy
- Curriculum
- PSCHE
- KCSIE Sept 2018