

Drugs policy

1. Definition of drugs

In this policy drugs will refer to any substance that alter the working of the body or mind. Therefore this policy will cover all drugs and include over the counter and prescription medicines such as asthma inhalers and painkillers; legal drugs such as alcohol, tobacco and volatile substance- (those giving off a gas or vapour which can be inhaled); and all illegal drugs (those controlled by the Misuse of Drugs Act 1971).

2. Policy development

We believe that policies should reflect the ethos and beliefs held by the school community, therefore a wide range of representatives were actively involved in the compilation of this policy. These include members of SLT and teaching staff, support staff, children, governors, parent/carers, school nurses, our local Youth and Community Police Officer and a representative from LA. We have ensured that the Drugs Policy links with other relevant school policies including the policies on Behaviour, Child protection, and Equal Opportunities.

3. The need for this policy

Schools need a policy, which gives a clear view on the use of drugs in school and the importance of drugs education. This policy emphasises the school's pastoral role and proactive approach to drug education and a clear view on handling drugs use in school. In developing this policy the school has considered its legal responsibilities, the needs of children, teachers, governors, parents and the local community.

4. Mission statement

This school recognises that there will always be people who choose to take risks. However, at no time will the school knowingly permit or tolerate possession, consumption, and supply or offer to supply any restricted drugs on the school premises. If any these offences are committed they will be fully investigated and dealt with ensuring that drugs use or misuse is challenged using a range of sanctions that are explained elsewhere in this policy.

5. Where and to whom the policy applies

The policy applies to:

- o All teaching and non teaching staff
- o Children
- o Parents/carers
- o Governors
- o All external visitors to the school

The policy applies within the school boundaries and during school visits **at all times.**

6. Misuse of Drugs Act

It is an offence under the section 8 of the Misuse of Drugs Act 1971 for the management of establishment, (this includes schools), to knowingly permit to the supply or production of any illegal drug their premises." (DfES Drugs: guidance for school 2004; section 4.4)

Illegal drugs have no place in schools. However, there are instances where other drugs may be legitimately permitted in school.

7. Medicines

We believe that the possession and use of drugs, other than for valid medical use in school or during the school day is inappropriate. **The school does not keep, or make available, over the counter medicines or remedies and school staff are not obliged to administer any medicines to children.** The school must be informed in writing of any medicines that a child may need during the school day or on the school premises and wherever possible the parents/carer of the pupil will be asked to bring in the required dose each day, and to administer it.

Children who need access to medication on a continuing basis e.g. asthma inhalers or ventilators, sickle cell treatment or insulin for diabetics are allowed to bring their medication to school in suitable tamper-proof containers. Where able to do so, they will be able to self-medicate. **A child under 12 should never be given aspirin unless prescribed by a doctor.**

Any child who is diagnosed with anaphylaxis and has been prescribed with an epipen, will be supported in school with a Protocol. This will be written following consultation with the parents/carers and the School Nurse. Annual training will be provided for relevant members of staff. Only those who have attended the training will be authorised to administer the epipen in case of an emergency.

Please refer to the Health and Safety policy for the handling and administrating of medicines.

8. Volatile substances

Solvents or hazardous chemicals. (Refer to healthy and safety policy).

Alcohol

Our school does not sell or make available alcohol at any time. It is only permitted on school premises, for staff social events, in moderation.

Tobacco

We are a non-smoking school and expect all staff and visitors to abide by the policy to maintain a healthy environment.

9. Key responsibilities for drugs

The Head Teacher takes overall responsibilities for the policy and its implementation; for liaison with governing body, parents and LEA and appropriate outside agencies; and for the appointment within the school of a drugs education co-ordinator, who will have general responsibilities for handling the daily implementation of this policy. The head teacher will ensure that all staff dealing with substance issues are adequately supported and trained.

Role of the Head Teacher is to:

- Ensure that all staff, children, governors, all/any visitors to the school and parents/carers are informed of this policy
- Ensure that the policy is implemented effectively
- Manage any drug related incidents
- Ensure that all staff are given sufficient training, so that they can teach effectively about drugs and handle any difficult issues with sensitivity
- Be aware of/liaise with external agencies regarding the school's drugs education programme
- Monitor the policy

The **Board of Governors** will be informed of all substance education and substance related incidents in the same manner as any other matter concerning the direction of the school.

Role of the Board of Governors is to:

- Designate a governor with specific responsibility for drugs education (PSHE)
- Establish general guidelines on drugs education
- Support the Head Teacher in following these guidelines
- Inform and consult with parents about drugs education policy
- Support the Head Teacher in any case conference, or in appeals against possible exclusions.

Role of PSHE/Drug Co-ordinator is to:

- Co-ordinate drug education across the school
- Ensure training materials and leaflets used are in line with the ethos of the school
- Organise staff drug awareness training through INSET days and input at staff meeting

- Disseminates the drug policy and publicise it to all parties affected by it i.e. staff, governors, children and parents/carers. This will be carried out regularly at least once every three years and more often if circumstances indicate a need.

10. Drug Education

The purpose of drugs education is to be able to give children the knowledge, skills and attitudes to allow them to make healthy and informed decision regards the choice that they make both now and in the future.

The school's drugs education focuses on providing accurate and balanced information, which is age appropriate and needs led. It provides opportunities for children to learn about and discuss the risks, consequence and decisions, who and how to ask for help associated with the use of products or substances that all children and young people come into contact with during their everyday lives.

Our drugs education is delivered mainly through the formal and informal curriculum of PSHE and Citizenship, although tailored to include the statutory requirements of the Early Learning Goals and National Curriculum Science order.

11. Confidentiality

Any children at our school wishing to disclose drugs use by themselves or their peers to teaching staff will be informed that staff cannot guarantee confidentiality and may have to take the issue further for the children's safety. Any information will be recorded and treated sensitively in line with the school's confidentiality policy. Procedures for dealing with disclosure are included in the flowchart document "Managing Drug Related Incidents in Redbridge School: A Guide to Best Practice".

12. Dealing with Drug related incidents

There are a variety of situations that would constitute a drug-related incident outlined below. Procedure to deal with these can be found in the accompanying flowchart. All staff at our school has a copy of the flow chart in their staff hand book identifying what to do if a drug concern arises. Further copies are located in the staff room.

1. Drugs or paraphernalia found on school premises
2. Children found in possession of unauthorised drug
3. Supplying by children, school staff, parents/carers, person external to the school community
4. Disclosure, suspicion or rumour of drug use
5. Illegitimate sale/supply of drugs within school boundaries.
6. School staff/parents/carers/person external to the school community under the influence of drugs/alcohol within the school boundaries

13. Sanctions

There will not be an automatic sanction applied to any drug related incident in school. Any response will be taken after considering all facts.

14. Records

Records will be kept using the Personal Safety reporting form for all drug related incidents. These will be kept securely by the Head teacher and only shared with key people and the Board of Governors in termly updates.

Review

This school will ensure that this policy is monitored and reviewed in light of any changing circumstance. It will be reviewed again in three-years time or sooner if necessary. Copies of this policy are available on request form the school office.

Date of original policy: February 2006

Last review date: June 2021

Next review date: 2024

Hyperlink to [Drug flowchart.pdf](#)