

## Angel Road Federation of Schools Drugs Policy

The aim of this policy is to acknowledge and clarify the schools' role in drug prevention and education and ensure it is appropriate to pupils' needs. The policy provides information and guidance about drug education, as well as procedures to respond to any drug-related incident, for pupils, teachers, support-staff and outside agencies or individuals.

The policy aims to ensure that the approach taken on the issue of drugs is a whole-school one and is part of our commitment to and concern for the health and well-being of the whole school community. Teachers will need to be confident and skilled to teach drug education and pupils need to receive up to date, relevant and accurate information as well as support.

This policy aims to make clear procedures for responding to and managing drug-related incidents. Sanctions for incidents will be consistent with the school's behaviour policy. This policy should also be read in conjunction with the PSHE policy, medicines policy, health and safety/smoking policy, SEN and discipline/behaviour policy. As a matter of course, all staff, parents/carers and pupils are reminded of this policy on an annual basis. This policy applies at all times to the school premises, school transport as well as school visits/trips/fieldwork/ residential etc.

**Definition:** "Drugs" are taken here to mean those that are legal, such as alcohol, tobacco and solvents, over the counter and prescribed drugs, and illegal drugs such as cannabis, ecstasy, amphetamines, heroin, crack/cocaine, LSD etc

The school believes that the possession and or use of such drugs in school, during the school day or while travelling to/from school is inappropriate. The drugs/substances covered by this policy are not to be bought, sold or otherwise exchanged or brought onto school premises during the school day, or while pupils are on school visits. Individual exceptions may be made for pupils who require prescription medicines where appropriate.

**Drug Education:** The school provides a planned drug education curriculum through the following:  
(i) The New National Curriculum science order outlines the content of the *statutory* drugs education-

- **Key Stage 2, Year 6:** To recognise the impact of diet, exercise, drugs and lifestyle on the way their bodies function

**PSHE Programme of Study: (delivered through discrete PSHE lessons and Circle Time)**

**Core theme 1: Health and Well-Being**

Pupils should have the opportunity to learn:

- **Key Stage 1:** that household products, including medicines, can be harmful if not used properly
- **Key Stage 2:** what is meant by the term 'habit' and why habits can be hard to change; which, why and how, commonly available substances and drugs (including alcohol and tobacco) could damage their immediate health and safety, that some are legal, some are restricted and some are illegal to own, use and supply to others; that pressure to behave in an unacceptable, unhealthy or risky way can come from a variety of sources, including people they know and the media

Children will also be made aware of sources of appropriate advice and personal support with any issues raised.

The **content** of the schools Drug Education Programme (which is based on Appendix 2 of **Drugs: guidance for schools**) is set out in the school PSHE & Policy and Schemes of Work)

On the whole, it will be teachers who will teach drug education but, where appropriate, outside visitors may make a contribution. Such visitors should be used in a planned way and be their contributions evaluated. Teachers will have access to on-going advice, support and training as part of their own professional development. The school actively cooperates with agencies such as the LA, police, health and drug agencies, including The Matthew Project Under 18s Service who are commissioned by the Local Authority and the Norfolk DAAT to work with schools.

**Statutory duty of the school:** The head teacher takes overall responsibility for the policy and its implementation, for liaison with the governing body, parents, LA and appropriate outside agencies. The head teacher will ensure that all staff dealing with substance issues are adequately supported and trained.

A school cannot knowingly allow its premises to be used for the production or supply of any controlled drug (e.g. the preparation of, or smoking of cannabis). Where it is suspected that substances are being sold on the premises as much information as possible, including the names of those involved, will be passed to the police.

**Searching pupils:** At this time (2012), the advice of the DFE is that “school staff can search pupils with their consent (depending on factors such as age) for any item which is banned by schools rules. Head teachers and staff authorised by the head teacher have the power to search pupils or their possessions, without consent, where they suspect the pupil has weapons, alcohol, illegal drugs and stolen items”.

**Implementation of the policy: In incidents involving substance misuse or supply on the premises/during the school day, and following discussion with the pupil and staff, action will proceed as follows.** It should be noted here that, when dealing with drug-related incidents, the school has adopted the procedures as set out in **Drugs: guidance for schools (DfES/0092/2004)** and **DfE and ACPO Drug Advice for Schools (DFE-00001-2012)** and that all staff, parents/carers and pupils will be reminded of these procedures on an annual basis.

- Any medical emergencies will be dealt with as per Appendix A
- In cases of substance use/misuse or supply on the premises, during the school day or during school visits etc, the case will be discussed with the young person and a written record taken (see Appendix C); parents/carers will be informed by the head teacher as soon as possible. The support of outside agencies will be sought if appropriate
- If a young person admits to using or supplying substances off the premises, the appropriate action will be to inform the substance coordinator who will inform the head teacher, who will inform the parents/carers
- While there is no legal obligation to inform the police, they may also be involved at the discretion of the head teacher in consultation with governors and staff who know the young person well
- The school will consider each incident individually and will employ a range of responses to deal with each incident. Specific cases will be managed as per Appendix B: all staff, pupils, parents/carers will be informed of these issues.
- The governing body will be involved in drug-related incidents as they are concerning other matters relating to the school. The school has an agreed sanctions procedure that recognises different types of incidents (including any repeat incidents) which will be applied consistently in all cases. This will be reflected in the scale/seriousness of sanctions (e.g. fixed term exclusions for first or minor offence, permanent exclusion for second or serious offence such as supplying to others or class of drug involved).
- The head teacher will take responsibility for liaison with the media, where required. Addition support and advice is available from LA Communication Officers (Education)

**If there is a significant seizure of a suspected illegal substance schools should:**

- Inform the police at an early stage**
- Take steps to minimise handling the substance to aid future forensic investigation**

**The school has also adopted the following as an essential part of the policy:**

**APPENDIX A : Drug situation – medical emergencies**

**APPENDIX B : Responding to incidents involving drugs**

**APPENDIX C : Record of drug/substance related incident**

**All staff, parents/carers and young people will be reminded of this policy, and its procedures, on a regular basis.**

**Policy written: July 2014**

**Policy reviewed:.....**

**Date of next Planned Review:.....**

## Appendix A: Drug situations – medical emergencies

The procedures for an emergency apply when a person is at immediate risk of harm. A person who is unconscious, having trouble breathing, seriously confused or disorientated or who has taken harmful toxic substance, should be responded to as an emergency.

**The main responsibility is for the pupil at immediate risk, but you also need to ensure the well-being and safety of others. Put into practice your school's first-aid procedures. If in any doubt, call medical help.**

### **Always:**

- assess the situation
- if a medical emergency, send for medical help and ambulance

### **Before assistance arrives**

If the person is conscious:

- ask them what has happened and to identify any drug used
- collect any drug sample and vomit for medical analysis
- do not induce vomiting
- do not chase or over-excite them if intoxicated from inhaling a volatile substance
- keep them under observation, warm and quiet

If the person is unconscious:

- ensure that they can breathe and place in the recovery position
- **do not** move them if a fall is likely to have led to spinal or other serious injury which may not be obvious
- **do not** give them anything by mouth
- **do not** attempt to make them sit or stand
- **do not** leave them unattended or in charge of another pupil
- notify parents/carers

For needle stick(sharps) injuries:

- encourage wound to bleed. **Do not** suck. Wash with soap and water. Dry and apply waterproof dressing
- if used/dirty needle seek advice from a doctor

### **When medical help arrives**

- pass on any information available, including vomit and any drug samples

Complete a medical record form as soon as you have dealt with the emergency.

**This form is based on Appendix 9 of Drugs: guidance for schools.**

**“Drugs” refers to all drugs including medicines (prescription and “over the counter”), volatile substances, alcohol, tobacco and illegal drugs**

# Appendix B: Responding to incidents involving drugs



