



Drugs Policy

Date of last review	November 2017	Review period	3 years
Date of next review	November 2018	Owner	DY
Type of policy	Statutory	Approval	CM



Scope

The Headteacher is responsible for implementing and ensuring that he/she and all staff at Wilberforce Primary School (WPS) are aware of and complying with this policy. This policy should be read in conjunction with the Health and Safety, Safeguarding, Equal Opportunities and Behaviour for Learning Policies.

Principles

WPS is committed to the health and safety of everyone in our school community and we will work together with parents/carers and the local community to enable pupils to make healthy, informed choices and to discourage the misuse of drugs.

Current research indicates that drug use, both legal and illegal, is prevalent amongst young people in and beyond the UK. As part of WPS's care and welfare of its pupils, we believe we have a duty to inform and educate children about drug use. Drugs are a reality in many children's lives and schools share responsibility with parents and the community to educate pupils about the risks and consequences of drug use and misuse.

At WPS, we also believe that the misuse of any drugs by members of the school community cannot be condoned, and will be dealt with fairly, consistently and clearly with regard to the needs of the school and the individuals concerned. Fundamental to the school's values and practice is the principle of sharing the responsibility for the education of children with parents, keeping them informed and involved at all times. Effective communication and co-operation is essential to the successful implementation of this policy.

Aims

The purpose of this policy is:

- To clarify appropriate procedures in the management of drug related incidents
- To develop a whole-school approach to drug education in the context of the Science curriculum and the Personal, Social, Health Education (PSHE) programme
- To explore attitudes and develop skills in making decisions about drugs
- To have a clear and agreed understanding within the school community about the implications and possible consequences of drug use
- To contribute towards establishing an environment in which the school is free from the misuse of any drugs

Definitions

A drug is a substance, which, when taken into the body, changes the way we feel, the way we see things and the way our bodies work. This policy covers a range of drugs including medicines, tobacco, alcohol, solvents and illegal drugs. In line with both national advice and local guidelines, it covers drugs misuse by pupils and adults.



Guidelines

All pupils will follow a drug education programme that is responsive to their needs and relevant to their age, experience and maturity. It will be delivered through the PSHE programme. It will focus on the development of self-esteem and decision making skills. WPS works with others to provide relevant information and co-ordinated support (e.g. the Local Authority school nurse, Education Welfare). The school has a procedure for the administration of medicines that must be followed for everyone's safety and this is outlined in the First Aid Medical Care Policy.

Management of drug-related incidents

The Headteacher will be responsible for co-ordinating the management of drug-related incidents, offering sources of support and liaising with outside agencies. Within WPS's PSHE programme, the role of pupils in supporting each other and responding safely and effectively to emergencies including drug-related incidents is made clear in a manner appropriate to the age and stage of development of each child.

Procedures and guidance for staff

Any member of staff who suspects a pupil of being involved in a drug-related incident must stay calm and report the matter immediately to the Headteacher, who will ensure that the appropriate procedures are put into practice. If a pupil is found to be in possession of drugs or drug-related equipment on school premises, their parents/carers will be informed immediately and will be asked to attend the school as a matter of urgency. In such a case, the school will also involve the local Police and the Fiona Lyons from United Learning in line with United Learning and Local Authority policy.

The following procedures should be followed if a pupil is found with drugs (including tobacco, alcohol, solvents, correction fluids, aerosols, pills medicine, controlled drugs):

* Ask for facts:

1. *What drugs are involved?*
2. *Have they been consumed?*
3. *By whom?*
4. *How much has been consumed?*
5. *Has anyone else also accessed the drugs?*

- Ensure the safety of the pupil
- Isolate from others but do not leave the pupil alone. Confiscate the drugs and drug using equipment if open to view
- Remind pupils of the school's policy on the use of drugs and on confidentiality, i.e. that staff need to pass on information to relevant sources (parents/ police etc.)
- Summon medical support if drugs have been consumed
- Record the facts and store in a safe place and disclose on a need to know basis
- Do not identify individuals to others, including other members of staff. The Headteacher holds the responsibility for appropriate dissemination of information



- If in any real doubt about a pupil's medical safety
 1. *Send for an ambulance and seek assistance from a member of the Senior Leadership Team*
 2. *Arrange for an appropriate adult to accompany pupil(s) to hospital*
 3. *Arrange for safe removal of drugs and/or drug equipment in accordance with set procedure, to be retained as evidence*

What NOT to do in responding to a drug-related incident:

- Do not ask leading questions of the pupil/s involved
- Do not interrogate or accuse
- Do not assume guilt
- Do not detain a pupil in a locked room
- Do not pledge secrecy or keep drug related incidents to yourself
- Do not rely on memory – make a note of the facts of the incident

The Headteacher's role in managing an incident:

- Contact police/UL for advice/involvement
- Inform parents/carers of incident and that police have been contacted
- Invite parents/carers to school
- Arrange interview of pupil(s)
- After investigation, consider further action including exclusion and referral to support agencies.
- Provide feedback to staff involved in the incident

Sanctions

Sanctions of appropriate severity will be applied in the event of intentional misuse of any of the substances described above by any member of the school community on the school premises or while on school activities, trips and visits.

Sanctions, up to and including permanent exclusion will be applied for: -

- Possession of any illegal drug with the suspected intention to misuse
- Misuse of drugs on school premises
- Supplying/dealing drugs for the purposes of misuse