

Terrington St Clement Community School

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.

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 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 not acceptable. The drugs/substances covered by this policy are not to be taken, bought, sold or otherwise exchanged or brought onto school premises during the school day, or while pupils are on school visits.

Drug Education:

The school provides a planned drug education through the national curriculum and through other topics delivered through Circle Time, Personal, Social and Health Education and Citizenship reflect knowledge, understanding, attitudes and social skills: this will:

- Enable our young pupils, from EYFS to Y4, to know the difference between drugs which help us (medicine) and drugs which are not good for us (tobacco and alcohol)
- Enable pupils to make healthy, informed choices
- Promote positive attitudes to healthy lifestyles
- Provide accurate information pupils about substances at an age and stage appropriate time.
- Increase understanding about the implications and possible consequences of use and misuse from Y5 – Y6 using expert help from charity groups such as The Matthew Project.
- Widen understanding about related health and social issues
- Enable young people to identify sources of appropriate advice and personal support

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.

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.

- 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 taken by the head teacher, who will inform the parents/carers.
- The Chair of Governors will be informed of drug-related incidents immediately and subsequently in the head's report.
- 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.

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

APPENDIX A : Drug situation – medical emergencies

APPENDIX B : Situations involving drugs without medical authority

APPENDIX C : Record of drug-related situation (a specimen record sheet)

October 2018

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 the 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:

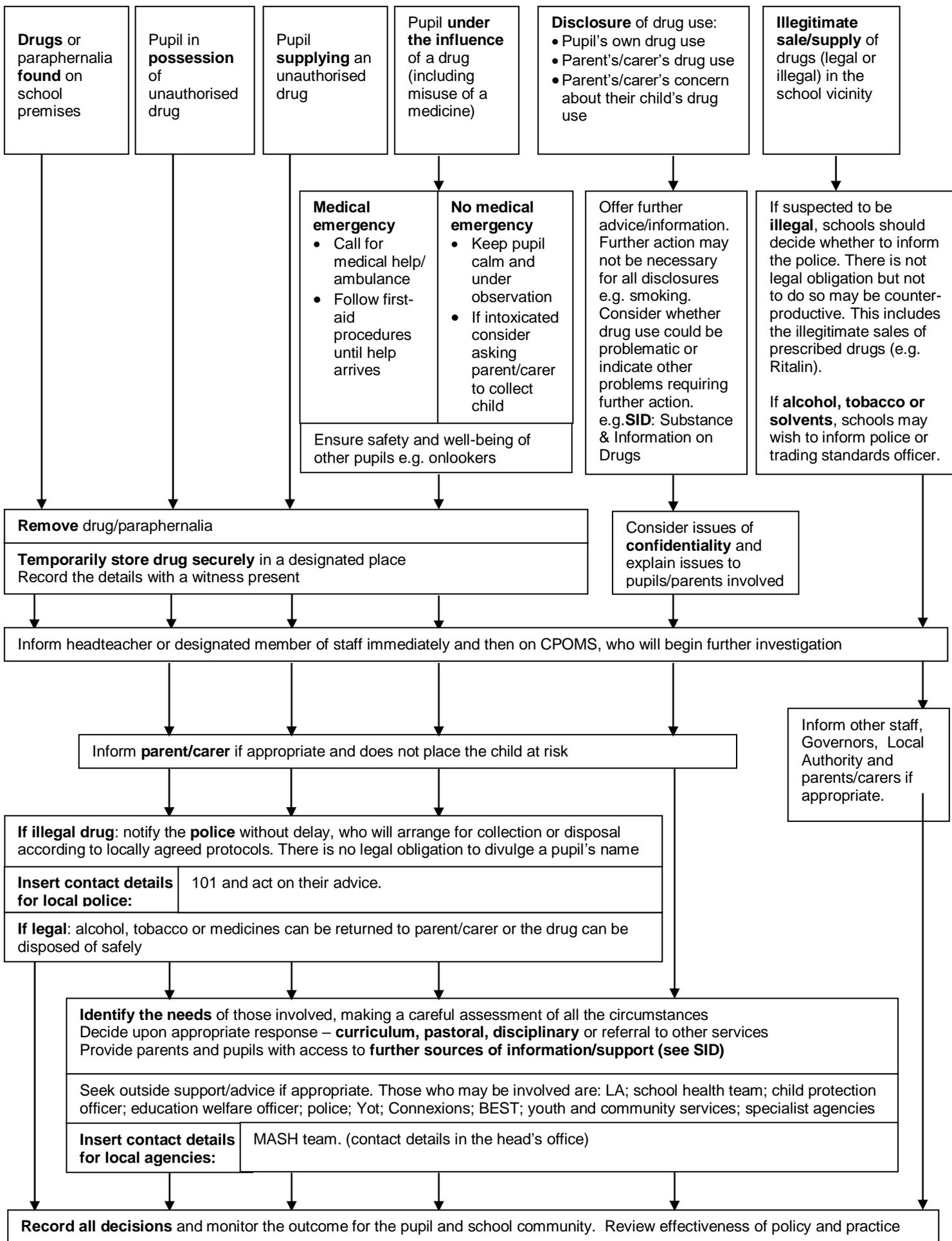
- encourage wound to bleed. **Do not** suck. Wash with soap and water. Dry and apply waterproof dressing
- if used/dirty needle seek advice from a doctor

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.

(“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



Appendix C: Record of incident involving unauthorised drug

- 1 For help and advice, telephone the LA
- 2 Complete this form WITHOUT identifying the pupil involved
- 3 Copy the form
- 4 Send the copy within 24 hours of the incident to the LA
- 5 KEEP the original, adding the pupil's name and form – store securely

Tick to indicate the category:

- | | | | |
|------------------------------------------------------|--------------------------|----------------------------------------|--------------------------|
| Drug or paraphernalia found ON school premises | <input type="checkbox"/> | Pupil disclosure of drug use | <input type="checkbox"/> |
| Emergency/Intoxication | <input type="checkbox"/> | Disclosure of parent/carer drug misuse | <input type="checkbox"/> |
| Pupil in possession of unauthorised drug | <input type="checkbox"/> | Parent/care expresses concern | <input type="checkbox"/> |
| Pupil supplying unauthorised drug on school premises | <input type="checkbox"/> | Incident occurring OFF school premises | <input type="checkbox"/> |

Name of pupil * :	Name of school:
Pupil's form * : (*for school records only)	Time of incident:: am/pm
Age of pupil: MALE / FEMALE	Date of incident:
Ethnicity of pupil ** :	
Tick box if second or subsequent incident involving same pupil	Report form completed by:

First Aid given? YES NO

First Aid given by:

Ambulance/Doctor called? YES NO

(Delete as necessary)

Called by: Time:

Drug involved (if known): (eg. Alcohol, paracetamol, Ecstasy)	Drug found/removed? YES / NO Where found/seized:
Senior staff involved:	Name and signature of witness:
	Disposal arranged with (police/parents/other):
	At time: If police, incident reference number:

Name of parent/carer informed * :	(* for school records only)
Informed by:	At time:

Brief description of incident (including any physical symptoms):

Other action taken: (e.g. Connexions or other agency involved, Educational Psychologist report requested, case conference called, pupils/staff informed, sanction imposed, LA/GP/Police consulted)
