

# **Branton Community Primary School Breamish Valley Community Nursery**



## **DRUGS POLICY**

Governor Responsible: Laura Capper

Review Date: July 2019

**BRANTON COMMUNITY PRIMARY SCHOOL**  
**BREAMISH VALLEY NURSERY**  
**DRUGS POLICY**

**AIMS/OBJECTIVES**

- The aim of this policy is to clarify the school's role in drug education and prevention and to provide information about procedures in response to any drug related incident for all staff.
- The school is committed to the health and safety of its members and will take action to safeguard their wellbeing. The school acknowledges the importance of its pastoral role in the welfare of its pupils, and through the general ethos of the school, will seek to provide quality drug education and support any student in need of support to come forward.

**RATIONALE**

- The school is committed to the health and safety of all pupils and will work together with parents and the local community to enable pupils to make healthy informed choices and discourage the misuse of drugs.
- The school recognises the need to provide a balanced drug education programme, containing accurate and up to date information alongside the development of life-skills.

**DEFINITION – WHAT IS A DRUG?**

- A drug is a substance that, when taken into the body, changes the way we feel, the way we see things and the way our body works. This policy covers a range of drugs including medicines, tobacco, alcohol, solvents and illegal drugs.

**TO WHOM DOES THE POLICY APPLY?**

- This policy applies to school pupils, all staff, parents and other visitors on site.

**WHERE DOES THE POLICY APPLY?**

- This policy applies at all times when staff are acting in loco parentis this includes educational visits in line with the *Schools Educational Visits Policy/County Guidelines on visits off site*. The policy applies to pupils travelling to and from school and during break and lunchtimes. It also affects the use of school premises after normal school hours. Organizers of any after school events should be made aware of the policy and their responsibility to implement it.

**ROLES AND RESPONSIBILITIES**

- Headteacher – the head teacher takes overall responsibility for providing a safe place of work for all staff and pupils and as such takes responsibility for this policy, its implementation and for liaison with the Governing body,

parents, LEA, media and appropriate outside agencies in the event of a drug related incident. Pupils who are suspected of being at risk from drugs will be supported and monitored with assistance from relevant agencies.

- Governors – as part of their general responsibilities for the management of the school the governors play a key role in the implementation of the school's policy for drug education and prevention (as referenced in DfEE Circular 4/95). They will continue their involvement through regular evaluation of the policy.

The named lead Governors with responsibility for this policy is Mrs L Capper are Mrs J Johnston and Miss G Hogg

- All Staff – Drug prevention is a whole school issue. All staff, both teaching and non-teaching should be aware of the policy and how it relates to them should they have to deal with a drug related incident. This includes lunchtime supervisors, caretaker and cleaning staff. If they have any queries or training requirements these should be made known to the *Head teacher/PSHE coordinator*.
- Caretaker – The caretaker regularly checks the school premises - any drugs or drug paraphernalia found will be recorded and reported to the Headteacher and dealt with in accordance with this policy
- Parents – Parents are encouraged to support the school's drug education programme and have access to this policy. They are responsible for ensuring that the guidelines relating to medication in schools are followed. The school plays its part in ensuring that parents have up to date information regarding drugs. Parents have the right to be informed of any incident that could result in potential harm to their child. This can be a very sensitive issue for parents, and therefore, it will be handled with care and consideration. The head teacher will consider if there are any special circumstances, which may temper this right.

## **DRUG EDUCATION**

### **AIMS/OBJECTIVES**

The main aims of our drug education are:

- To enable pupils to make healthy, informed choices by increasing knowledge, exploring their own and other peoples attitudes and developing and practising skills.
- Promote positive attitudes towards healthy lifestyles.
- Encourage a healthy respect for all substances taken into their body.
- To enable children to discuss moral questions and share their thoughts in a safe environment.
- To let children know what they should do if they come across drugs or are aware of other people using them.
- To ensure that all children are taught about drugs in a consistent manner, in line with the school ethos and within the guidance provided to all staff teaching drug education.

- We believe that drug education is a whole school issue and as such will be addressed throughout the curriculum when issues of living a healthy lifestyle arise. Particular reference will be made in science or in PSHE but teachers may also use routine circle time to address issues that are important to the young people.
- On the whole teachers teach drug education, but where appropriate, outside visitors may contribute and will be aware of the schools policy. Teachers have access to on-going support and training as part of their own professional development and teaching materials are reviewed for quality and relevance. The school actively cooperates with other agencies such as the police, social services, the LEA and health and drug agencies to deliver its commitment to drugs education.

## **MANAGING A DRUG RELATED INCIDENT**

- This section of the policy provides the framework of procedures for dealing with an incident if one should occur. The primary concern of the school is the care and welfare of the pupils and as such will seek to balance the safety and security of the school with the needs of pupils.
- The member of staff responsible for coordinating the schools response to drug incidents is Mrs Zoe Ryan
- The school rules for the drugs named in this policy are:  
Medicines – see school policy/guidelines on the administration of medicines in the policy Supporting Pupils with Medical conditions  
Tobacco – the school is a no smoking school in line with County guidelines/see School Policy. This rule also applies when on school visits.  
Alcohol – the possession or consumption of alcohol by pupils is banned and no alcohol is allowed on school premises at any time.  
Solvents – the school will ensure that potentially harmful substances, including aerosols, are stored safely and pupils supervised carefully in the event of them being used in the course of the school day.  
Illegal Substances – no illegal or illicit substances should be brought to school or used on school premises.
- In the event of a drug related incident occurring on school premises the school will follow the guidelines recommended by the LEA as shown in Dealing with Situations involving Drugs without Medical Authority.
- In the event of discovering a hypodermic needle the incident will be recorded and the following procedure should be followed in order to protect all persons.
  1. Do not attempt to pick up the needle.
  2. Cover the needle with a bucket or other container.
  3. If possible cordon of the area to make it safe.
  4. Inform the Headteacher.
  5. Contact environmental health/police.
- All incidents involving drugs will be recorded. Blank forms will be kept in filing cabinets and completed forms will be stored in a file in the office.
- There is no legal requirement to inform the police but it is best practise. They may be able to give relevant support and advice about the disposal of suspected drugs and at no time should a member of staff leave the

premises with any drugs in their possession. This contact will be made through the local community police officer.

- The school will consider each substance incident individually and recognise that a variety of responses will be necessary to deal with incidents. The school will consider very carefully the implications of any action it may take and any action taken by the school will be in line with the schools behaviour policy and will take into consideration issues of Child Protection and health and Safety. The School will seek to balance the interests of the pupil involved, the other school members and the local community and will identify appropriate support where drug misuse is identified.

Permanent exclusion may be warranted as a final sanction when all other reasonable steps have been taken.

Staff are reminded that confidentiality cannot be guaranteed and if they suspect a pupil is in moral or physical danger they must pass this information on to the appropriate member of staff.

### **IMPLEMENTATION, MONITORING AND REVIEW**

- A copy of this policy is provided for each member of staff and each member of the governing body. Reference copies are available from the head teacher for parents/carers and all other persons who come into contact with the pupils.
- Date of implementation. **December 2014**
- The policy will be reviewed every two years by the Head teacher and Governors (and Staff and Pupils if full consultation is completed). This will include evaluation of teaching and learning activities, resources, staff training requirements and the use of outside visitors.  
Next review date 8<sup>th</sup> December 2016

### **SIGNATURES**

- \_\_\_\_\_ Mrs Zoe Ryan
- \_\_\_\_\_ Mrs L Capper (Responsible Governor)

**Date:** \_\_\_\_\_

Reviewed July 2017

Responsible Governors      Mrs J Johnston  
   Miss G Hogg