

Rakegate Primary School



Drugs Policy

November 2019

Rakegate Primary School Drug Education Policy

Mission Statement

Rakegate Primary School is a happy, caring, community school which enables all children to develop their full potential academically, socially, spiritually and morally in a safe environment. We believe all children should experience an environment that engenders positive attitudes and respect towards one another and the world in which we live.

Overview

Rakegate Primary School is a 2-form entry primary school with approximately 460 children on role and includes an onsite Nursery. The large majority of pupils are from a White British background. The proportion of disabled pupils and those who have special educational needs supported by school action is above average. The proportion supported by school action plus or with a statement of special educational needs is below average. The proportion of pupils who are eligible for the pupil premium, which provides additional funding for pupils in local authority care and those known to be eligible for free school meals, is above average.

Background

“The average age of first illegal drug use is becoming younger; there is a strong correlation between the early use of alcohol, tobacco and volatile substances and the use of illegal drugs: and almost half of young people are likely to try illegal drugs at some time in their lives though only about a fifth go on to develop a long-term pattern of use”. (from ‘The Right Approach’ SCPDA’ 1999)

Government guidance as outlined in ‘Drug Advice for Schools’ (DfE and ACPO, Sept. 2012) recommends that “drug education is part of a well-planned programme of PSHE education delivered in a supportive environment, where pupils are aware of the school rules, feel able to engage in open discussion and feel confident about asking for help if necessary.”

Drug usage is widespread in society today and may involve legal substances such as cigarettes, alcohol and solvents, illegal drugs such as cannabis and amphetamines and medicinal substances, which may or may not be prescription drugs. There is therefore a necessity for young people to be educated about substances, their effects and the implications and risk of using. Because of the widespread use of drugs there will inevitably be drug-related incidents affecting the school for which guidance and procedures need to be discussed and recorded.

This policy is written in line with the latest drugs guidance, ‘DfE and ACPO Drug Advice for Schools’ (2012) supported by DfES ‘Drugs: Guidance for Schools’ (2004).

Definitions and terminology

The definition of a drug given by the United Nations Office on Drugs and Crime is ‘A substance people take to change the way they feel, think or behave.’

The term ‘drugs’ and ‘drug education’ is used in this policy to refer to all drugs:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- New Psychoactive Substances (NPS – formerly known as ‘legal highs’) covered by the Psychoactive Substances Act (2016)
- All legal drugs, including alcohol, tobacco and volatile substances.
- All prescription and over the counter medicines.

To whom the policy applies

This policy applies to all staff, pupils, parents/carers, governors and partner agencies working with the school.

The school boundaries to which this policy apply include the school premises and perimeters and extend to journeys in school time, work experience and off-site visits and residential trips.

However the consumption of alcohol may be permitted by persons over the age of 18 when the school is used as a social venue, and at a celebration event e.g. Christmas, but MUST NOT be consumed in the presence of children or during working hours. Alcohol may be given as prizes, e.g. Christmas hamper, bottle stall but MUST NOT be consumed on the premises.

The purpose of the policy

The purpose of the school drug policy is to:

- Clarify the legal requirements and responsibilities of the school.
- Reinforce and safeguard the health & safety of pupils and others who use the school.
- Clarify the school’s approach to drugs for staff, pupils, governors, parents/carers and the wider community.
- Give guidance on developing, implementing and monitoring the drug education programme.
- Enable staff to manage drugs on school premises, and any incidents that occur, with confidence and consistency, and in the best interests of those involved.
- Ensure that the response to incidents involving drugs complements the overall approach to drug education and values and ethos of the school.
- Provide a basis for evaluating the effectiveness of the school drug education programme and management of incidents involving illegal and other authorised drugs
- Reinforce the role of the school in contributing to local and national strategies.

Relationship to Other Policies

Drug Education is to be incorporated into PSHE planning from years 1-6 and therefore this policy relates closely to our PSHE policy. It also relates to the following policies:

Safeguarding, Health & Safety, Behaviour & Discipline, Medicines, Confidentiality and RSE.

Drug Education

The aim of drug education at Rakegate Primary School is to provide children with the skills and knowledge necessary to make informed decisions in the world around them. Rakegate Primary School is in a location where levels of substance misuse is a cause of concern. Drug education will be incorporated into PSHE plans for all year groups 1-6, and in particular where there is a cross-curricular link with Science topics.

Based upon the PSHE Association Programme of Study (Jan. 2017):

At Key Stage 1: pupils learn about being safe with medicines and household substances and the basic skills for making healthy choices and following safety rules.

At Key Stage 2: pupils learn about the effects and risks of alcohol, tobacco, volatile substances and illegal drugs and basic skills to manage risky situations. They learn how to make informed choices about their health, how to resist pressure to do wrong and to take more responsibility for their actions.

Drug education is an important aspect of the curriculum. It should:

- Increase pupils' **knowledge** and understanding and clarify misconceptions about:
 - the short- and long-term effects and risks of drugs
 - the rules and laws relating to drugs
 - the impact of drugs on individuals, families and communities
 - the prevalence and acceptability of drug use among peers
 - the complex moral, social, emotional and political issues surrounding drugs
 - Develop pupils' personal and social **skills** to make informed decisions and keep themselves safe and healthy, including:
 - assessing, avoiding and managing risk
 - communicating effectively
 - resisting pressures
 - finding information, help and advice
 - devising problem solving and coping strategies
 - developing self awareness and self esteem
 - Enable pupils' to explore their own and other peoples' **attitudes** towards drugs, drug use and drug users, including challenging stereotypes, and exploring media and social influences.

Local and National references

This policy has been informed by:

- 'DfE and ACPO Drug Advice for Schools' (Sept.2012)
<https://www.gov.uk/government/publications/drugs-advice-for-schools>
- 'Screening, Searching and Confiscation; advice for head teachers, staff and governing bodies' (DfE, Feb. 2014)
<http://www.education.gov.uk/aboutdfe/advice/f0076897/screening-searching-and-confiscation>
- 'Use of Reasonable Force – advice for head teachers, staff and governing bodies' (DfE, July 2013) <https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools>
- 'Drugs Guidance for Schools', DfES (2004) <http://mentor-adepis.org/wp-content/uploads/2013/07/2004-Drugs-Guidance-for-Schools.pdf>
- 'Supporting pupils at school with medical conditions' Statutory guidance for governing bodies of maintained schools and proprietors of academies in England (DfE, 2015)
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/484418/supporting-pupils-at-school-with-medical-conditions.pdf

Staff Support and Training

Drugs related training for school staff is available through the Wolverhampton Children & Young People's Health Improvement Team. Training can be delivered in-school (as twilight or INSET) or centrally. Available training courses include:

- *Basic Substance Awareness*
- *Introduction to the Wolverhampton Drug Education Programme (WDEP)*
- *Managing Drug Related Incidents*
- *Talking to Young People about substances*
- *Signs & Symptoms of Substance Misuse*

Further support can be tailored to the school's needs. For further information, contact the Healthy Schools Drug Education Advisor on (01902)555928 or at howard.jobber@wolverhampton.gov.uk

Assessment, Monitoring, Evaluation and Reviewing

Assessment needs to value and recognise what pupils have done or completed successfully, thereby raising their self-esteem. A variety of approaches to the assessment of individual achievement will therefore need to be practiced by teachers. Teachers need to exercise caution in judging the individual performance of pupils, in terms of attitudes, values and behaviours apparent, as their own will undoubtedly have an influence on this process.

Progress is assessed through benchmarking knowledge at the beginning and end of the topics.

This will be recorded in a variety of ways e.g. topic webs, photos, filming/recording depending on the age of the children and the topic being covered. Children will be involved in the evaluation stage through peer and self assessment. Books and children's work will be marked according to school policy and children will receive written and verbal feedback.

The PSHE and Citizenship Co-ordinator is responsible for monitoring the standards of children's work and the quality of teaching through observation, planning trawls, work trawls and pupil voice interviews. Outcomes of monitoring identify strengths and weaknesses in the subject and areas for future development; these are shared with staff and governors. This Co-ordinator supports colleagues in the teaching of PSHE and Citizenship, by giving them information about current developments in the subject and organising courses/training.

Management of Drugs in School

*When dealing with drug-related incidents, the school has adopted the procedures as set out in **DfE and ACPO Drug Advice for Schools (DFE/ACPO, 2012)** supported by **Drugs: guidance for schools (DfES, 2004)** and that all staff, parents/carers and pupils will be reminded of these procedures on an annual basis.*

School takes the position that the possession, use or supply of illegal and other unauthorised drugs within the school boundary set out in this policy is unacceptable.

The school's first concern in managing drugs is the health and safety of the school community and meeting the pastoral needs of pupils.

- 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 p122 of Drugs: guidance for schools (DfES, 2004) for a template form); parents/carers will be informed by the head teacher as soon as possible (unless this would jeopardise the safety of the student – link to Safeguarding Policy). 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 (unless this would jeopardise the safety of the student – link to Safeguarding Policy).
- 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. (see p117-118 of Drugs: guidance for schools (DfES, 2004) for a flowchart of the suggested responses to a range of drug related incidents).

- 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 (link to Behaviour / Discipline Policy). 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.

Medicines in School

Some pupils may require medicines that have been prescribed for use during the school day. In these cases, the school's policy on the administration of medicines will be followed (for further guidance see 'Managing Medicines in Schools and Early Years Settings', DfES/DoH, 2005')

- Asthma inhalers will be administered by qualified first aiders for infant children, junior children will administer themselves. An asthma register will be kept in the medical room.
- Parents/carers requesting medication to be taken in school MUST complete a school "Medical Request/Indemnity Form"
- Emergency medication (asthma inhalers/epipens etc) will be kept in a secure but easily accessible location.
- All medicines will be stored in a specific fridge in the staffroom and will be administered by qualified first aiders.

All parents/carers are made aware of the school policy on Medicines through the school prospectus, available on the website and regular reminders in school newsletters.

Staff requiring medication must ensure that their medication is kept in a locked cupboard well away from children.

Involving Parents

Schools have a legal duty of care – to act as a careful parent – and although there is no legal requirement to inform parents where a child is involved in any form of drugs related incident, at this school we would wish to involve parents at an early stage whenever possible (unless this would jeopardise the safety of the pupil – link to Safeguarding Policy). In most cases the question will be not 'if' but 'when' and 'how'.

Informing parents would be undertaken in the same manner as other occasions whenever possible and would depend on circumstances and seriousness.

Parents/carers are encouraged to approach the school if they are concerned about any issue related to drugs and their child.

Parents/carers have an important role to play in supporting drug education. Parents are involved in the planning and review of the drug education programme and policy through newsletters, Parents' Evenings and workshops.

Legal Requirements

There is no legal duty to inform police about use, possession or sale of drugs in school and West Midlands Police are happy for schools to deal internally with routine matters – especially where legal drugs are concerned – as they would with matters of theft or violence.

However, we would wish to co-operate with the police as much as possible and will work with our police liaison officer in an appropriate manner.

If substances thought to be illegal drugs are confiscated in school the matter will be dealt with in the following manner:-

- The immediate health and safety of the child will be the paramount concern
- The Headteacher/Drugs Co-ordinator will be informed as soon as possible
- They will then take possession of the substance and place in a secure location – it is recommended that the substance is placed in a sealed envelope and that this should be witnessed and recorded.
- The police will be informed as soon as possible and arrangements made for them to collect the substance – if this means that it is kept in school overnight then it should be locked away securely and again witnessed and recorded.
- Whether further details of the incident are then passed to the police will be decided by the Headteacher in the light of the particular circumstances.
- The Chair of Governors and/or Lead Governor should be informed as soon as possible
- An appropriate record of the incident should be kept in school (*including the police incident reference number if they are involved*).

Head teachers will need to decide the school approach to conducting searches (whether limited to searches with consent or to extend this to searching without consent), Latest DfE guidance **'Screening, Searching and Confiscation; Advice for head teachers, staff and governing bodies' (Sept. 2012)** outlines the following statutory powers in relation to searching pupils:

- School staff can search a pupil for any item if the pupil agrees; given that the ability to give consent may be influenced by the child's age or other factors.
- Head teachers and staff authorised by them have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that

the pupil may have a prohibited item. Prohibited items are:

knives or weapons

o alcohol

o illegal drugs

o stolen items

o tobacco and cigarette papers

o fireworks

o pornographic images

o any article that the member of staff reasonably suspects has been, or is likely to be, used:

i) to commit an offence,

ii) to cause personal injury to, or damage to the property of, any person (including the pupil)

- head teachers and authorised staff can also search for any item banned by the school rules which has been identified in the rules as an item which may be searched for.

The Needs of Pupils, Referral and External Support

Individual class teachers/ Headteacher/ SENCO will be responsible for identifying needs of children that go beyond the drug education being provided. Any concerned members of staff should contact Mrs Horton and share their concerns and then make decisions about any course of action necessary.

In Wolverhampton, advice, assessment and referral of young people with substance related issues (either their own or other family members') can be accessed by calling 'Wolverhampton 360' (the young persons' of 'Recovery Near You') on **0300 123 3360**.

Wolverhampton 360 offers:

- Screening and assessment of referrals
- Information, advice and support for young people and professionals in Wolverhampton
- Support for family and friends
- One-to-one sessions and group activities
- Medical support

More information can be found at www.recoverynearyou.org.uk/site/young-people/

Confidentiality

All areas of concern should be raised only with Mrs Horton (Headteacher) or Mrs Rogers (Deputy Headteacher).

Involvement of Parents/ Carers

Prior to the commencement of drug education in the classrooms, teachers should send out a letter to parents giving them details on the information the children are about to receive in

school, and providing them with an opportunity to come in should they have any questions or concerns.

Development process

February 2015: our previous drug policy was reviewed and evaluated by Emma Thompson (PSHE co-ordinator) and Sarah Horton (Deputy Headteacher).

This policy will be reviewed by the PSHE Co-ordinator/Deputy Headteacher and presented to Governors every three years. This policy has been drawn up in consultation with all teaching staff, other school staff, school nurse, parents/carers, pupils, governors, members of the wider school community and relevant local authority and other agencies.

Date of Policy:

Date of Review: