

WHITCHURCH PRIMARY SCHOOL

DRUGS POLICY

(see also Behaviour and Discipline; Health and Safety; PSHE and Citizenship)

1. Introduction

- 1.1 In 2004 the DfES updated its guidance to schools about drugs. This policy reflects that guidance. It also accords with advice in the Healthy Schools Programme, guidance from the LEA, and guidance from the local Drug Action team.
- 1.2 Governors recognise that it is possible for the school's policies to become outdated with respect to guidance, etc. issued by government or the local authority. Where such differences are identified preference will be given to the position of the higher authority, and the school's policy will be revised accordingly.

2 Aims

- 2.1 The aims of this policy are to:
 - clarify the school's approach to drugs, for staff, pupils, governors, parents or carers, and to clarify the legal requirements and responsibilities;
 - give guidance to staff on the school's drugs education programme;
 - safeguard the health and safety of pupils and staff in our school;
 - enable staff to manage drug-related incidents properly.

3 Terminology

- 3.1 The term 'drugs' is used throughout this policy to refer to *all* drugs:
 - all *illegal* drugs (those controlled by the Misuse of Drugs Act, 1971);
 - all *legal* drugs, including alcohol and tobacco, and also volatile substances (those giving off a gas or vapour which can be inhaled);
 - all medicines, whether over-the-counter or on prescription.

4 Responsibilities

- 4.1 The Headteacher will:
 - ensure that staff and parents are informed about this drugs policy;
 - ensure that the policy is implemented effectively;
 - manage any drug-related incidents;
 - ensure that staff are given sufficient training, so that they can teach effectively about drugs, and handle any difficult issues with sensitivity;
 - liaise with external agencies regarding the school drugs education programme;
 - monitor the policy on a day-to-day basis, and report to governors, when requested, on the effectiveness of the policy.
- 4.2 The Governing Body will:
 - support the Headteacher in following its guidelines on drugs education;
 - where guidelines have been followed, support the Headteacher in any case conferences, or in appeals against exclusions.

5 Objectives of drugs education

- 5.1 Drugs education should enable pupils to develop their knowledge, attitudes and understanding about drugs, and to appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions. It should:
- build on knowledge and understanding;
 - provide accurate information, and clear up misunderstandings;
 - explore attitudes and values, and examine the risks and consequences of actions relating to drugs;
 - develop pupils' interpersonal skills, their understanding of rules and laws, and their self-awareness and self-esteem;
 - ensure that all children are taught about drugs in a consistent manner, following guidelines that have been agreed by parents, governors and staff.
- 5.2 The detailed policy statement on drugs education is provided in the PSHE Policy.

6 Drugs at school

- 6.1 Pupils may not bring prescribed medication into school. Parents may visit the school in the lunch break to bring and administer prescribed medication themselves, by prior arrangement. Where parents are unable to administer medication themselves, they will bring the medication to school in a secure, labelled container with a written note stating dosage. Records will be kept of all medication received and given. Such records need to be countersigned by a second member of staff following administration. The medicine remains the responsibility of the parent and not the teacher. Emergency medication may be stored securely in the classroom (for anaphylaxis or asthma); other drugs will be stored securely in the medical room.
- 6.2 Solvents and other hazardous chemicals must be stored securely, to prevent inappropriate access, or use by pupils. Teachers must be cautious with older, solvent-based Tippex, with aerosols, with glues and with board-cleaning fluids.
- 6.3 Smoking is not permitted anywhere in the school.
- 6.4 Alcohol to be consumed at community or parents' events will be stored securely beforehand. To sell alcohol a Temporary Event Notice must be submitted to South Oxfordshire District Council in accordance with the Licensing Act 2003.

7 Drugs incidents

- 7.1 First aid will be promptly administered to any child found to be suffering from the effects of alcohol or other substances. If appropriate, the emergency services are to be notified. Parents are to be informed as soon as possible, and may be asked to take their child home to recover.
- 7.2 Pupils suspected of being intoxicated from inhaling a volatile substance will be kept calm; chasing can place intolerable strain on the heart, thus precipitating sudden death.

- 7.3 Any drug suspected of being illegal will be confiscated and stored securely, awaiting appropriate disposal; these precautions must be witnessed and recorded.
- 7.4 Legal but unauthorised drugs or medicines will also be confiscated, and will be returned to parents; the school may arrange for the safe disposal of volatile substances.
- 7.5 Where a pupil is suspected of concealing an unauthorised drug, staff are not permitted to carry out a personal search, but may search pupils' bags, trays etc.
- 7.6 The Headteacher will decide if the police need to be called or whether the school will manage the incident internally.
- 7.7 A full record will be made of any incident.
- 7.8 The Headteacher will conduct an investigation into the nature and seriousness of any incident, in order to determine an appropriate response. This may include fixed-term or permanent exclusion.

8 The role of parents

- 8.1 The school is well aware that the primary role in children's drugs education lies with parents. We wish to build a positive and supporting relationship with the parents of our pupils, through mutual understanding, trust and cooperation. To promote this objective we will:
- answer any questions parents may have about the drugs education their child receives in school;
 - take seriously any issue which parents raise with teachers or governors about this policy, or about arrangements for drugs education in the school.
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- 8.2 When an incident concerning unauthorised drugs has occurred in school, and a pupil is involved, we will inform the parents, and explain how we intend to respond to the incident.
- 8.3 Staff will be cautious about discharging a pupil to the care of an intoxicated parent, particularly when the parent intends driving the pupil home. Staff will suggest an alternative arrangement. The focus will be the pupil's welfare and safety. Where the behaviour of an intoxicated parent repeatedly places a child at risk, or the parent or carer becomes abusive or violent, staff should consider whether the circumstances of the case are serious enough to invoke child protection procedures, and possibly the involvement of the police.

9 Monitoring and review

- 9.1 The Curriculum Committee of the Governing Body will monitor the drugs policy on an annual basis. If the policy appears to need modification, then the committee will report its findings and recommendations to the Full Governing Body. The Curriculum Committee takes into serious consideration any representation from parents about the drugs education programme, and comments will be recorded.

Governors require the Headteacher to keep a written record detailing the content and delivery of the drugs education programme taught in this school.

Status of this Policy: APPROVED

Date approved by Governing Body: 24 January 2011

Lead contributions from:

Staff: Dawn Chesters

Governors: Curriculum Committee