



Drugs, Alcohol and Tobacco Policy

February 2022

Knowle CE Primary Academy

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Our Academy Aims

Preparing Children for the Future

Be Healthy

We aim to empower each child to become physically, mentally and emotionally healthy in order that they can learn effectively and choose a healthy lifestyle.

Embrace Christian Values

We aim to empower each child to develop socially, morally, ethically and spiritually by experiencing and sharing in our Christian beliefs and values

Stay Safe

We aim to develop and sustain a happy and secure environment in which children become self-confident, articulate, emotionally aware, socially adept, literate and numerate in order to make the right life choices and, therefore, be inherently safer.

Make a Positive Contribution

We aim to empower children to actively engage in the planning of their learning experiences and have the confidence to express themselves in discussion and in writing in order that they will choose to engage positively in social and community roles, becoming global citizens.

Enjoy and Achieve

We aim to empower each child to experience the joy of learning and to achieve success, developing their capacity to learn independently and interdependently in order that they choose to be engaged in lifelong learning.

Achieve Economic Well-being

We aim to empower each child to develop a positive attitude, become self-motivated, and develop key academic and social skills, which enable them to think creatively and choose to impact on, influence and shape the world they live in.

Learning for Life

Person responsible for leading this policy development: PSHE Lead

Personnel involved: Governors, Academy staff, Pupils and Parents.

How this policy was developed

This policy has been developed through a period of consultation with pupils, parents, staff and governors. This policy is available for parents to view on our school website and parents are encouraged to talk to staff if they have any concerns. This policy should be read in conjunction with the academy's legal obligations, guidance from the National Healthy Schools Programme, Alcohol, drugs and tobacco commissioning support pack - Young People Commissioning Report 2019-2020: Principles and Indicators - Oct 2018 - Public Health England and Searching, Screening and Confiscation at School 2018 and the following policies; PSHE, Health and Safety, Behaviour, Safeguarding and Medical conditions and Medicines.

Introduction

Knowle CE Primary Academy, recognises the harm that all drugs can have, be they illegal (cocaine, cannabis, heroin etc.) legal (alcohol, cigarettes and solvents) or medicines. We aim, through this policy, and its guidelines to provide clear and consistent procedures, which promote safety and good management.

Although it is highly unlikely that illegal drugs will be in our primary school, we believe that drugs play a part in the lives of every one of us and recognise that drug use and misuse can have a serious effect on health, well-being and academic achievement. We therefore have a crucial role to play in drug prevention and education.

Primary aged children need to be protected from the harm that drugs can cause, and it is our responsibility to give them the knowledge and skills to be able to be healthy and keep safe.

We take a positive and proactive approach to the issue of drugs and this policy aims to:

Aims

- To encourage our community to adopt a healthy lifestyle.
- To provide information and allow opportunity for the children to adopt a healthy lifestyle.
- Give a clear view on the use of drugs in school.
- Provide information so that everyone is clear about the procedures should an incident occur, and the approach taken by the school.
- Give information about what is taught, how it is taught.
- Give guidance to teachers, support staff and visitors about drug education.

Definition of drugs

The definition of drugs used in this policy is the definition given by the United Nations Office on Drugs and Crime: "A substance people take to change the way they feel, think or behave".

This refers to all drugs whether:

- Illegal drugs (those controlled by the Misuse of drugs Act 1971) such as ecstasy, cannabis, crack/cocaine, heroin and LSD, ketamine, GHB, anabolic steroids and khat.
- Drugs that are legal to use but are covered by some legislation such as selling to under 18-year olds including alcohol, tobacco, e-cigarettes, shisha and volatile substances (solvents)
- Drugs that are legal to use and buy such as alkyl nitrates (poppers) although sales cannot be advertised for human consumption.
- Over the counter and prescription medicines.
- And other drugs such legal highs/Novel Psychoactive Substances that are illegal to sell for human consumption (Legal highs are psychoactive drugs that contain various chemical ingredients, some of which are illegal while others are not. They produce similar effects to illegal drugs like cocaine, cannabis and ecstasy)

Drug misuse is drug taking which leads to social, psychological, physical or legal problems through intoxication, regular excessive consumption and/or dependence.

Drug education in the curriculum

Aims of drug education

To give pupils information about drugs and help them develop the skills and attitudes to make healthy and safe decisions about drugs, alcohol, tobacco, e-cigarettes, and medicines.

To achieve this, our drug education programme will help pupils:

- gain knowledge and understanding about the effects and risks and dangers of drugs and correct myths and misunderstandings
- develop skills to make informed decisions, including communication, self-awareness, negotiation, finding information, help and advice, helping others and managing situations involving drugs
- develop skills to manage situations involving drugs including assessing and avoiding risks, assertiveness and refusal skills and helping others

- explore their own and other peoples' attitudes to drugs, drug use and drug users, including challenging stereotypes and dispelling myths and exploring media and social influences

Where is it taught in the curriculum? Teaching about drugs, alcohol and tobacco is taught through PSHE (JIGSAW programme through the 'Healthy Me' unit) and in Science where it is required in the National Curriculum.

What is taught? We reflect the requirements and guidance in the science national curriculum and the non-statutory framework of the PSHE curriculum.

Key Stage 1. This includes; what are safe and unsafe substances, what medicines are, why people take them and how to take them safely, how to make healthy lifestyle choices and know how to deal with and keep calm in difficult situations.

Key Stage 2. This includes; respecting their bodies, what a drug is, the effects and risks of drugs including tobacco and alcohol, being able to evaluate when a drug is being used responsibly and being misused, understanding that like medicines, some household substances can be harmful if not used correctly, managing peer influences and resisting pressure to take risks and be able to make safe decisions.

Our curriculum ensures that we are covering the statutory requirement in science to teach Year 6 to recognise the impact of diet, exercise, drugs and lifestyle on the way their bodies function.

How it is taught? A wide range of active teaching methods are used that enable pupils to learn skills to be safe and healthy, discuss their views, explore their own and other peoples' attitudes and values about drugs, as well as learn key information about the effects and risks of drugs and practice skills to stay safe if involved in a drug-related situation. Such activities include role play, discussions, debates, case studies, quizzes, research and games. Pupils work individually, in pairs, in small groups and with the whole class, so that they experience working with lots of different pupils in the class, as well as in friendship groups.

All classes establish clear ground rules to ensure that pupils discuss opinions with respect and listen to one another as well as ensuring that pupils and teachers do not disclose personal information.

Management of Drugs in school

School's view about the use of drugs

This school does not permit the possession, use or supply of any illegal or legal drug (unless authorised legal drug), which takes place within the school boundaries. This

covers; on or near the school premises, within the school day and during term time, on school visits, school journeys and at school social events.

These rules apply equally to staff, pupils, parents and carers, governors and those working and visiting the school.

Management of authorised legal drugs

This school has agreed that there are circumstances, when some legal drugs are authorised for use in school. These are prescribed medicines, hazardous chemicals (and solvents) and alcohol.

(i) Medicines in most cases, staff do not administer medicines at school to pupils unless it would be detrimental to health or attendance not to administer and only with parental written consent. Details about managing medicines can be found in our Medical Conditions and Medicines Policy. The decision to allow pupils to self-administer medicines rests with the Principal.

Schools are allowed to keep a salbutamol inhaler for use in emergencies. It is only for children who have written parental consent, who have been diagnosed with asthma and prescribed an inhaler or who have been prescribed an inhaler as reliever medication. Please see our school protocol for using the emergency inhaler as part of our Medical Conditions and Medicines Policy.

Asthma inhalers, held in school with written parental consent, are kept within easy access for school staff authorised to administer. Children's personal inhalers are taken on all off-site visits and held by the accompanying school staff or the pupil themselves in KS2.

Staff are aware of any serious medical conditions, which affect pupils in their class.

The School Nurse will be informed of any children attending the school with medical conditions. Advice will be sought on ensuring they have an appropriate care plan and that school staff are trained to administer any medication required for the day-to-day management of their condition in school or during a medical emergency.

(ii) Hazardous chemicals and volatile substances (solvents), arrangements for the secure and safe storage of chemicals e.g. for cleaning are set out in the Health and Safety Policy. In the event of a child or adult whom is required to use medical sharps to address the management of their health condition (e.g. insulin or glucose blood testing) a medical sharps disposal bin will be provided. Advice will be sought from the School Nurse regarding the management of the sharps and sharps bin on the school site.

(iii) Alcohol, there are occasions when alcohol is authorised at school during parent events. Staff accompanying pupils on field trips or school journeys are not permitted to drink when responsible for children.

Management of Drug related Incidents

Definition of a drug-related incidents

In this school, a drug-related incident includes any incidents involving any drug that is unauthorised and therefore not permitted within the school boundaries.

Drug related incidents in a primary school rarely involve illegal substances but incidents can occur such as;

Pupils smoking cigarettes in school, a parent/carer collecting their child whilst drunk, pupils selling cigarettes to other pupils, misusing another pupils' asthma inhaler, disclosing concern about a family member who has a drug problem, giving medicines to another pupil, an adult or child with information about the illegal sale of cigarettes at a local shop, the school care taker finding used syringes in the playground, a member of the public phoning the school to say they have seen pupils smoking in the local area.

School responses to drug - related incidents

In all drug-related incidents, the following principles will apply:

The Principal will be informed immediately.

The needs of the pupil(s) will always come first, whilst also taking account of the needs of the school as a whole.

Parents/carers will be involved immediately and throughout any investigation.

Support agencies, including the police will be involved as appropriate and in keeping with legal requirements.

A range of responses will be considered including disciplinary and counselling/supportive responses.

Permanent exclusion will not be the automatic response and will only be used in the most serious cases and as a final resort.

Any action taken will be in line with the school's behaviour policy.

Decisions about the response will depend on the severity of the situation, whether the offence is one of a series or a first time and whether the person involved is putting themselves and others at risk. The Principal, in consultation with key staff will decide whether a disciplinary and/or counselling action should take place.

Incidents will be reported to the Chair of Governors

Possible responses might be:

(i) Support and counselling

If a pupil has a concern about drugs or has been involved in a drug related incident or is themselves at risk of drug misuse, we will seek support from our Education Social Worker and if appropriate refer to a specialist agency.

(ii)Sanctions; Where a school rule related to drug use, is broken, sanctions will be given. The type of sanction will depend on the nature and degree of the offence. Decisions about sanctions will be made by the Principal and consistent with the behaviour policy. In the unlikely event of an incident involving illegal drugs, permanent exclusion will be considered and used if needed

Procedures for Managing Incidents

Reporting a drug - related incident

All drug-related incidents are reported to the Principal

We will inform the police immediately of any incident involving a suspected illegal drug. Incidents involving legal drugs will remain school matters, although we will contact Trading Standards or the police about the sale of tobacco, e-cigarettes, alcohol and solvents to under-age children, from local shops.

Recording the drug - related incident

All drug-related incidents are recorded using a drugs incident form - Appendix (i). The form is given to the Principal and kept confidential in the school office.

In all drug-related incidents, the Principal, in consultation with key staff, will decide on the responses, including the use of sanctions and/or counselling and support.

Medical emergencies when a pupil is unconscious as a result of drug use members of staff with first aid qualifications should be called immediately but the pupils will not be left alone. The pupil will be placed in the recovery position and an ambulance called immediately. Parents/carers will be informed immediately.

Intoxication, when a pupil is under the influence of a drug

The pupil will be removed to a quiet room and not left alone. The first aider and Principal will be called. The pupil will be helped to calm down and medical assistance sought immediately. Parents/carers will be informed and called to the school.

Discovery/observation

In a pupil's possession

If the substance is suspected to be illegal, staff can take temporary possession of it. It will be confiscated, in the presence of a second member of staff as witness.

The sample will be sealed in a plastic bag with details of the date and time of the seizure/find and witness present and stored in a secure location (e.g. a safe or lockable container) with access limited to the Principal and Vice Principals

The pupil will be taken to the school office and the Principal or Vice Principals called and the pupils questioned.

The police will be notified immediately, who will collect it and store or dispose of it, in line with locally agreed protocols.

We will record details of the incident, including the police incident reference number, we will inform the pupil's parents/carers and they will be asked to come into school, unless it is not in the best interests of the child to do so, identify any safeguarding concerns and develop a support and sanctions response including internal exclusion whilst investigations are carried out.

If the substance is legal (but unauthorised in school), it will be disposed of or handed to the parent/carers.

Searches

Staff are allowed to confiscate a pupil's property, where reasonable to do so, including substances, whether legal or not.

If staff find other substances, which are not believed to be illegal/controlled drugs these can be confiscated where staff believe them to be harmful or detrimental to a pupil's wellbeing.

If school staff are unable to identify the legal status of a drug, it should be treated as an illegal drug.

If a member of staff has reasonable grounds for suspecting that a pupil is carrying illegal drugs on them or in their personal property, they will ask the pupil to voluntarily produce the substance, in the presence of two members of staff.

We will keep a record of the search and inform parents if a substance is found, although there is no legal requirement to do this or inform parents before or after a search or seek their consent to search a child.

With a pupils' consent teachers can search pupils' bags/trays and in circumstances where a member of staff believes drugs have been stored there, they will seek the pupils' consent and search with a senior member of staff present. If consent is refused, the decision to search will be taken by the Principal.

Discovery - drugs found on school premises

Any substances or drug paraphernalia found on school premises will be recorded and reported. The sample will be sealed in a plastic bag with details of the date and time of the find and stored in a secure location (e.g. a safe or lockable container) with access limited to the Principal and Vice Principals. The police will be notified immediately, who will advise the academy, in line with locally agreed protocols.

Disclosure

When a pupil discloses to a member of staff that he/she has been using drugs or is concerned about someone else's drug use. In these situations, staff will be non-judgmental and caring and will show concern for the pupil. Pupils know that teachers cannot promise total confidentiality. The Principal or a Vice Principal should be informed as soon as possible so that appropriate support can be found.

Suspicion/rumour.

Staff should not assume use of drugs based on rumours or behaviour alone. However, if there is a suspicion, evidence will be collected over a period of time before a decision is made to question the pupil/pupils involved.

Intoxicated parents/carers

Our school's policy for drugs apply to all people who are on the school premises and we expect that parents/carers will adhere to them. If a parent/carer comes to school and appears to be under the influence of drugs or alcohol, they will be asked to leave. If they have come to collect their child, we will sensitively offer to phone for someone else to come and collect the child. If we are concerned that the child is at risk, then we will follow the Child Protection procedures.

Needs of pupils

We are sensitive to the needs of pupils whose parent/carers or family members have problems with drugs. Where problems are observed or suspected or a pupil discloses problems, we will assess the pupils' welfare and support their needs and if needed, involve external support for the child and, where appropriate, for the family.

Confidentiality

Pupils need to be able to talk in confidence to staff without fear of being judged or reprimanded. However, teachers cannot promise confidentiality. Information about a pupil in relation to drugs will follow the same procedure as for other sensitive information. If teachers have any concerns about the welfare of a pupil, they must inform the Principal.

Working with Parents/Carers

The school welcomes parents/carers who wish to share with us, their concerns about drugs. We signpost up to date information and where they can get further information, help and advice.

Parents/carers will be informed immediately if their child has been involved in a drug-related incident. However, there may be some exceptional situations where involving the parents may put the child at risk and in these cases, the school will exercise caution. The decision will be taken by the Principal as the Designated Safeguarding Lead with the child's welfare a priority.

Involving the Police

The school will contact our local police officer immediately if an illegal (or suspected illegal) drug has been found on the school premises, on a pupil or illegal drug dealing is taking place. We will only call 999 in an emergency.

Reviewing this policy

This policy is reviewed every two years. The next review is due in February 2024.

If an incident should occur, the policy is reviewed in the light of that incident.

