

# Yorke Mead Primary School

## Drug Education Policy

March 2017



### *Our School Vision Statement*

*BRINGING LEARNING to LIFE*

*We are a school dedicated to creating an environment where children are able to grow into happy, well-rounded individuals with a love of learning through which they can achieve to the best of their abilities.*

*We want our pupils to enter the wider world as*

- o Happy, positive individuals*
- o Responsible citizens who make a positive contribution*
- o Confident, resilient, healthy & life-long learners.*

## **DARE TO...**

**D - Determination**

**A - Ambition**

**R - Resilience**

**E – Enjoyment**

**T - Trust**

**O - Openness**

### **Formation of policy and teaching programme**

This policy was first devised in 2002 as part of our Healthy School programme and has been reviewed regularly since then. All staff are made aware of the policy in the spring term before Drug Education week. Governors review the policy as part of the curriculum committee's plan of work.

The policy is published on the school website and is available on the staff network (under Governors/school policies). A hard copy is available in the school office.

The policy is introduced to new staff in the spring term.

### **Context of the policy and its relationship to other policies.**

The Education Reform Act, 1988, entitles every pupil to a broad and balanced curriculum which:

- ❑ promotes the spiritual, moral, cultural, mental and physical development of all our pupils
- ❑ prepares our pupils for the opportunities, responsibilities and experiences of adult life

Drugs education forms a part of our broad and balanced curriculum. We believe that the purpose of drug education should be to give pupils the knowledge, skills and attitudes to appreciate the benefits of a healthy life style and to relate these to their own actions, both now and in the future. We are aware that:

- ❑ All primary school aged children have some drugs education needs
- ❑ Their needs vary according to where they live, how old they are and their experience of drug misuse
- ❑ Teachers need support and resources to be able to meet these needs

The policy links with the school's Health and Safety Policy (see the administration of medicines) and the Behaviour Policy (see unacceptable behaviour).

### **The purpose of the policy**

The purpose of the policy is to:

- ❑ Clarify the legal requirements and responsibilities of the school
- ❑ Safeguard the health and safety of the pupils and others who use the school.
- ❑ Clarify the school's approach to drugs for all staff, pupils, governors, parent/carers, outside agencies and the wider communities.
- ❑ Give guidance to 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 the values and ethos of the school.
- ❑ Provide a basis for evaluating the effectiveness of the school drug education programme and the management of incidents involving illegal and other unauthorised drugs.
- ❑ Reinforce the role of the school in contributing to local and national strategies.

The policy applies to all staff, pupils, parents/carers, governors and outside agencies working with the school. It also applies to groups that run activities on the school site.

### **Definitions**

We define the term "drug" as any substance that affects the way in which the body functions physically, emotionally or mentally. This includes tobacco, alcohol, solvents, over-the-counter and prescribed medicines as well as illicit substances.

"Drug education" is about the all of the above drugs and the skills of growing up safely within a society that uses drugs for many different purposes, it does not focus solely on illegal or illegally used substances.

### **Drugs, health and the needs of pupils.**

The possession, use or supply of illegal and other illegal and other unauthorised drugs within school boundaries is unacceptable. School boundaries include the school premises and grounds, journeys or

visits in school time and residential trips. It also includes extended school activities on the school site and activities run by other groups on the school site.

The school has procedures in place for the administration of prescribed medicines. (See Health and Safety policy and procedures and our policy on Supporting Children with a Medical Condition). The school does not administer non-prescribed medicines. Non-prescribed medicines must not be brought into school.

Arrangements for the use and storage of volatile substances are set out in the Health and Safety policy.

Alcohol may be available at some events organised by the Friends of Yorke Mead such as the bottle tombola at the Christmas Fayre. Alcohol is not stored on the school site. Children under 18 years old will not be given bottles containing alcohol as a prize.

The school is smoke free and has a separate non-smoking policy which applies to all visitors to the school.

The priority in managing drugs is the health and safety of the school community and meeting the pastoral needs of pupils.

### **Roles and responsibilities**

This policy relates to all members of the school community. All adults employed at Yorke Mead have a responsibility for drug education and must be fully aware of this policy and its implications for themselves and for others in the community. Whenever adults interact with children they recognise that they may be influencing attitudes and behaviour. They have a responsibility to know how they should respond to any possible drug related incidents and receive training and support in delivering their responsibilities.

Teaching will be informed by our existing policies on behaviour, bullying, health and safety, equal opportunities, outside visits, confidentiality and child protection.

**The Headteacher** is responsible for ensuring that policy and practice are followed, including appropriate curriculum content and responses to drug related incidents. The Headteacher is also the designated person for child protection.

**The co-ordinator for PSHE** is responsible for overseeing both curriculum delivery and other elements of school life contributing to drug education. This will include monitoring and evaluating policy and practice throughout the school. She will work with other co-ordinators to identify cross-curricular links.

**Teachers and support staff** have a responsibility for the taught curriculum for drug education. They listen to pupils and determine their specific needs. These needs are met in specific drug education inputs as well as through a wider programme of personal and social skills development.

### **Aims**

#### **In providing drugs education we aim to:**

- enable our pupils to make healthy, informed choices through increasing their knowledge, challenging and exploring attitudes and developing and practising skills
- help children to value themselves and others and to help and support each other
- listen to our pupils' thoughts, feelings and concerns so that our teaching responds to their needs
- encourage an understanding of children and adults dependent on medicinal drugs
- develop personal and social skills such as refusal skills and decision making skills
- empower children to take increasing responsibility for themselves and their actions
- increase understanding about the implications and possible consequences of drug use and misuse
- help our pupils distinguish between different substances, considering their use, misuse, benefit and harm
- give unbiased and correct information
- widen understanding about related health, social and legal issues
- enable our pupils to identify where help and support can be found
- to develop as a health promoting school

### **We intend to achieve our aims through:**

- ❑ a co-ordinated and consistent approach to the curriculum and possible drug related incidents
- ❑ a broad, progressively constructed programme in which the subject is revisited each year
- ❑ a child centred approach that responds to the needs of individual children
- ❑ content and teaching approaches that match the needs and maturities of all pupils, including those with special educational needs and English as an additional language
- ❑ clearly defined outcomes for lessons and other inputs
- ❑ the use of active learning and group work, focusing on role play and discussion
- ❑ the involvement of the whole community including all staff, parents and carers, governors, pupils and local health organisations
- ❑ training and support for staff in the planning and delivery of drugs education
- ❑ the use of cross-curricular links, in particular with English, Science and PSHE.
- ❑ regular revision of policy and practice

### **Teaching Programme**

The school uses SEAL topics throughout the year. Drug Education links with the Bullying topic in the spring term. This includes:

- ❑ a whole school PSHE themed week which will enable staff to support each other, create a sense of purpose for the pupils and stimulate interest and enjoyment, provide a focus for whole school displays, assemblies and outside visitors, ensure essential curriculum coverage and progression, enable parents and governors to be informed and involved and give value to a new curriculum area
- ❑ discrete PSHE and citizenship time to focus solely on drugs education, building on work carried out in the drugs week
- ❑ assemblies on Thursdays, in separate key stages, linked to the SEAL topic
- ❑ use of story and circle time
- ❑ planned elements of national curriculum subjects such as persuasive writing or media studies in English, Science topics relating to healthy living
- ❑ occasional planned and negotiated visits from the school nurse, drama groups or other appropriate people.

Teachers need to create a climate of trust, support and honesty that enhances self-esteem and provides a safe environment in which to discuss and share their feelings, explore their values and attitudes, express their opinions and consider those of others. Ground rules will be negotiated, recognising the sensitivity of the work and safeguarding the interests of both the individual and the whole class.

Annual PHSE questionnaires and the 'Jugs and Herrings' activity are used to decide which aspects of illegal drug use are appropriate for year 6. This will vary from year to year.

### **Measures of Success**

#### **Monitoring**

The co-ordinator will organise the annual drug education week and monitor its delivery closely. She will discuss its impact with teaching staff as part of her overview of the PSHE and citizenship curriculum. She may collect examples of pupils' work and/or photographs of activities and displays as part of the PSHE file demonstrating good practice.

#### **Add information**

The governing body will review this policy every two years.

#### **Involvement of parents/carers**

Parents will be informed about a drugs related incident which involves their child unless this puts the child at risk of significant harm.

Parents will be kept informed about the school's approach and rationale for drug education.

The school will help parent's access information about drugs and about local and national sources of help.

## **Management of drugs at school.**

We will refer to the Hertfordshire guidelines and the implications of any action we take will be carefully considered. The focus of any response will be the pupil not the substance and we will seek to balance the interests of the individual, other members of the school community and the wider community.

### **Drugs in school**

All prescribed class A drugs will be kept in a locked cabinet, in accordance with the Health and Safety policy.

Unauthorised drugs found in school will be confiscated.

In taking temporary possession of suspected illegal drugs staff will follow the following procedure:

- ❑ A second adult witness will be present throughout
- ❑ The sample will be sealed in a plastic bag and details of the time, date and witnesses present will be recorded.
- ❑ The sample will be stored in a secure location such as the school safe with access limited to 2 members of staff.
- ❑ The police will be notified immediately. They will collect the sample and store or dispose of it according to locally agreed protocols.
- ❑ Full details of the incident including the police reference number will be recorded.
- ❑ Parents/carers will be informed unless this would put the pupil at risk of harm.

### **Disposal of drug paraphernalia.**

If needles or syringes are found on school premises they will be placed in a sturdy, secure container. They will be disposed of according to advice from TRDC Environmental Health department.

### **Response to a drug related incident**

We will consider each situation individually and recognise that a variety of responses may be necessary as recommended by LEA and national guidance. It is important that all aspects of an incident are considered. The needs and circumstances of the pupil are paramount.

If a child or adult needs medical support staff will seek assistance immediately, contacting an ambulance if necessary.

Except in exceptional circumstances we will inform parents/carers at the earliest opportunity so that we can work together to support the pupil and resolve difficulties. If this would put the child's safety at risk the concerns will be discussed with the DSP.

All incidents are recorded and. Records are stored securely in accordance with the requirements of the Data Protection Act 1998. All notes about an incident should include the time, date, place and people present.

The Local Authority will be notified of any drug related incident.

### **Working in partnership with the police**

The school will work closely with the police if there is a drug related incident.

The school will consult the police about any concerns about illegal drug use within the local community.

The police will be involved in the disposal of suspected illegal drugs.

### **Parents/carers under the influence of drugs or alcohol**

All visitors to school including parents should come into school through the school office. Office will refuse entry to a parent/carer they feel is under the influence of drugs or alcohol and may cause a danger to themselves or others. If staff feel a parent/carer is under the influence of drugs or alcohol and are concerned about their own or others safety the police will be called.

**Referral and external support**

The school will refer pupils to other services such as the BST, YISP or the school nurse, when appropriate.

When a child is at risk of suffering significant harm the school will follow its child protection procedures.

**School staff**

Regarding the welfare of staff, the school will follow the County Council policy on drug and alcohol misuse as part of its health and safety policy, which is designed to reduce to a minimum the possible effects of substance misuse on the user, other employees and the environment.

**Confidentiality**

Some pupils may choose to mention instances of drug use in class or with individual members of the school community. While staff will want to be supportive, it is clear that they work within the child protection guidelines and must state clearly that they may not guarantee confidentiality.

All staff will be made aware of the legal constraints on gathering evidence and questioning those involved. They will not take action without involving the head teacher.