

# BEDENHAM PRIMARY SCHOOL



## Drug and alcohol Policy

### 1. Aim

#### *MISSION/VISION STATEMENT*

*Bedenham Primary School exists to provide the focus for our children to develop to their full potential, both as individuals and as members of the school and wider community in a secure, caring and happy environment. Children, parents, school staff and governors work in partnership for the benefit of all.*

*As a school, we continually seek to enrich the lives of those entrusted to our care through a broad and balanced curriculum, designed to meet the needs of each child, enabling them to acquire the skills, attitudes and values necessary for life. By regular review, we evaluate progress and develop strategies on the basis of sound educational practice and moral values.*

In accordance with these values, this policy aims to set out the school's approach to teaching and learning about drugs (including tobacco) and alcohol and the school's management of situations involving drugs, tobacco and alcohol. National guidance (DfES/92/2004) and Hampshire Primary Drug Planning (07) have informed the policy.

A drug is defined as any substance which, when taken into the body, affects the chemical composition of the body and how the body functions. (See: appendix 1)

Our school operates a smoke free site and takes the matter of illegal drugs very seriously as part of our Healthy School programme. We are aware of the increasing problem of drug and alcohol misuse throughout the country and within our community. Our school will play a full part in contributing to efforts across our community to reduce drug misuse. To this end, we are committed to working with our parents. We will ensure parents are informed about their children's drug and alcohol education, the school rules in relation to drugs and have the opportunity to be consulted about the school's policy and teaching programme.

### 2. Drug education curriculum

Drug education within the school is mainly delivered as part of the PSHE and citizenship programme. It also forms part of the statutory science curriculum.

The goal of drug and alcohol education is:

For pupils to develop the knowledge, skills and attitudes to appreciate the benefits of a healthy lifestyle, promote responsibility towards the use of drugs and relate these to their own actions, both now and in their future lives.

The learning objectives for drug and alcohol education include:

#### Attitudes and Values.

- to develop their own opinions and values, and understand those of others
- to promote a positive attitude to healthy lifestyles and keeping themselves safe
- to enhance self awareness and self esteem
- to value and respect self and others
- to value and respect diversity and difference within society
- to promote a sense of responsibility towards the use of drugs

#### Personal and Social Skills

- to assess, avoid and manage risks to health
- to communicate with peers and adults, including parents/carers and professionals
- to learn how to give and secure help
- to develop decision-making, negotiation and assertiveness, particularly in situations related to drug and alcohol use
- to develop an appreciation of the consequences of choices made
- to be able to cope with peer influences, and in resisting unhelpful pressures from peers, adults and the media
- to make choices based on an understanding of difference and with an absence of prejudice
- to be able to talk, listen and think about feelings and relationships
- to develop critical thinking as part of decision-making

#### Knowledge and Understanding

- to develop an understanding of drugs and of the effects and risks of using drugs
- to gain an understanding of how the body functions
- to gain an understanding of what is safe and appropriate drug use
- to gain an understanding of the role of drugs in society and the laws and rules relating to their use
- to gain knowledge of people who can help if pupils have worries and an understanding of confidentiality
- to gain an understanding of the changing nature of relationships, including families and friends, and ways of dealing positively with change.

#### The organisation of the drug education curriculum.

The PSHE Coordinator is Jane Sinnett who has support from HLTA Zoe Campbell and C&FSW (Child & family support worker) Chris Bean. Their roles include: overseeing the planning of the drug and alcohol education curriculum through a scheme of work for PSHE, monitor its delivery, coordination of assessment and reporting to parents. In our school we deliver PSHE and citizenship following the Hampshire Healthy Schools/PDL Guidance, both through discrete, planned lessons, as well as through coordinated cross-curricular teaching.

A variety of teaching and learning approaches are used in PSHE and citizenship together with carefully selected teaching materials. There is a place for didactic teaching, together with active learning approaches, such as role-play, small group work and problem solving, which more effectively engage pupils in the learning process. Ground rules are used in PSHE and citizenship to establish a safe, secure and supportive learning environment, which emphasises the promotion of relevant personal skills. Pupils are shown respect for personal privacy and time is taken to explain the implications of personal disclosures. The teaching and learning approaches also include a variety of methods and strategies that cater for the range of attainment levels of our pupils and their diverse needs (See: Race Equality Policy and Special Needs Policy).

We welcome the involvement of visitors from external agencies to complement the core delivery by teaching staff. All visitors are supported in the classroom by a teacher and are informed about the school's drug education policy and the scheme of work for PSHE and citizenship.

The Coordinator monitors the PSHE and citizenship curriculum. This will include sampling pupils' work and monitoring curriculum plans. Factual knowledge and understanding about drugs and specific personal and social skills, as identified in the scheme of work, will be assessed within PSHE and citizenship.

### **3. Confidentiality and child protection**

Confidentiality is an important consideration with respect to drugs and alcohol and the boundaries of confidentiality will be made clear to pupils. If a pupil discloses information which is sensitive and which the pupil asks not to be passed on, the request will be honored unless this is unavoidable in order for teachers to fulfill their professional responsibilities in relation to: child protection, cooperation with a police investigation or referral to an external service. Teachers cannot and should not promise total confidentiality. (See Confidentiality Policy)

#### **4. Drug related situations**

A drug related situation is one where there is suspicion, disclosure or observation of the use of unauthorised drugs or the discovery of unauthorised drugs.

We do not allow anyone to possess, produce, supply or offer illegal drugs on the premises in accordance with the Misuse of Drugs Act 1971. Any suspected illegal drugs found, or confiscated, on premises will be disposed of appropriately.

The designated senior member of staff for drug related situations is:

Headteacher: Mrs Tracy Potter

The following will guide staff's response to an incident of drug or alcohol misuse.

- Initial response and investigation;
- Inform senior colleague – who will guide investigation, ensure written record is made and decide about any disposal;
- Consider responses, including whether to contact police – including possible disposal and further searching;
- Contact parents / carers;
- Consider contacting chair of governors, LEA and other support services;
- Consider sanctions / support needs of pupil(s) involved;
- Draw up and implement action plan.

Any tobacco, alcohol, solvents or illegal substances found on pupils will be confiscated. If necessary a pupil will be asked to turn out their own pockets or bags, with another member of staff present. A personal search can only be carried out by police officer or parent / carer.

Substance misuse at school is a serious matter. If a pupil is discovered with tobacco, alcohol, solvents or illegal drugs, then a fixed period exclusion will be a consideration. More serious disciplinary consequences will be considered, together with support needs and child protection, dependent upon individual circumstances.

The school has the powers, with police assistance if necessary, to remove anyone from the site who is causing a nuisance or disturbance. This includes being intoxicated. The safety of pupils during the journey to and from school is important. If staff have concerns about the safety of a pupil due to parent /carer intoxication then discussion will be held with the adult and consideration given to moving the pupil to a safer environment and / or alternative means of travel home.

#### **5. Health and Safety and medicines**

Please see Health and Safety Policy for additional information.

The safety of the individual and of all others on the school site are the most important concern if a pupil, visitor or member of staff is thought to be under the influence of any drug or substance which adversely affects their judgement. Responding consistently within our stated Health and Safety procedures, including, where necessary, the administration of first aid, is the priority.

Should any drug related paraphernalia be discovered on the school site, most will be handled within existing health & safety procedures using safety equipment such as disposable gloves, and

will be bagged up and disposed of in the rubbish. A written record will be kept of suspicious paraphernalia. Pupils will be advised to not touch suspect items, such as discarded injecting equipment, but report the matter to a member of staff. The member of staff will ensure safety is maintained, until appropriate disposal of the item(s) is undertaken.

Solvents or hazardous chemicals legitimately used by school staff or pupils are stored securely in the appropriate area and managed in a way to prevent inappropriate access or use.

The approach to access and administration of medicines is set out in the school's Medicines Policy. The principles underlying this are to:

- Recognise individual medical needs and promote inclusion to provide an education for all pupils, supporting their medical needs.
- Undertake to contact parents/carers if a pupil is ill during the school day.

The school provides for the safe and secure storage of medicines:

- all adults are responsible for the secure storage of their own medication
- Anthea Hurst First Aid Officer is the member of staff responsible for the secure storage of pupils' (prescribed) medication, both at school and on school visits
- there are first aid kits on the school site, with information about their location.

The school aims, where possible, to enable self-administration of medicines by pupils within a safe and supportive environment. Staff only administer medicines if written parental consent has been provided and agreed to by the school and the member of staff. This may involve additional training for members of staff involved in offering assistance, which may also include assistance with surgical appliances (e.g. artificial limbs) and medical aids (e.g. hearing aids).

### Emergency aid

Summoning medical help such as the qualified first aider, or an ambulance is crucial, but in the interim period emergency aid should be applied as follows:

- Move the child or young person as little as possible
- Put into the recovery position
- Ensure the mouth is open and unobstructed
- Keep them warm and quiet
- Monitor breathing, start artificial respiration if breathing stops or become shallow
- Apply chest compression if there is no heart beat

If staff have any suspicions that a pupil is intoxicated from inhaling a volatile substance, care should be taken to not chase or overexcite the pupil. Strenuous activity for volatile substance misusers can increase the risk of sudden death. The pupil should be kept calm until the effects have worn off.

## **6. Educational visit/social events**

The school's drug education policy applies during school visits and school social events.

During educational visits:

- Staff will be briefed about procedures and responsibilities before all visits, which will include the issue of consumption of alcohol and smoking by staff
- Adults should keep any personal medication in a safe place
- A nominated first aider will be responsible for the safe storage of any pupils' medicines and supervision their administration
- Pupils will be reminded about the relevant school rules in advance.

School social events:

- At all family social events organised by the school the responsibility for the conduct of the pupils present remains with the parent/carer.

- At such events the school 'No Smoking Policy will be enforced.
- This school will not condone the use of any illegal substance by any individual during social activities connected with the school.
- Adults at designated school functions, subject to compliance with licensing law and within reasonable limits, may consume alcohol.
- At social events where the parent or carer is not present, and the school is aware of this, the school is responsible for the child's welfare and conduct.

## **7. Staff matters including training**

All staff are expected to work within the agreed policy and their own professional and employment terms and conditions.

Training will be available to all staff on: basic awareness of drugs (including alcohol), emergency procedures, procedures in the event of an incident, confidentiality and disclosure, and awareness of the drug education teaching programme within PSHE and citizenship and its consistency with the school's values. In addition, the specific professional development needs of teachers delivering aspects of drug education within PSHE and citizenship, will be incorporated into individual and team professional development plans.

## **8. Implementation, monitoring and review**

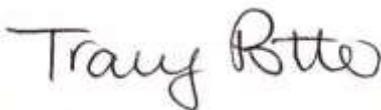
Implementation of the policy is the responsibility of the Head and Governors. Mrs Lindsey Dovell and Mrs Lyn Hobbs will act as link Governors for drug education, and other aspects of PSHE and citizenship at the school. Verbal feedback will include evaluative feedback from pupils, as well as teaching and support staff.

Opportunities will be made to inform parents about their children's drug education and about wider support and concerns about drugs, both through written information and parents events.

Signed by:



Chair of Governors: \_\_\_\_\_ Date: 17.03.14



Headteacher: \_\_\_\_\_ Date: 17.03.14

Reviewed by the policy working party on 19.11.12

Agreed at the Governing Body Meeting on: 3.12.12. Minute Reference: 8i

Reviewed by the policy committee on 3<sup>rd</sup> March 2014 and agreed at FGB 17.03.14, Minute ref: 11

## Definition of a drug and information about drugs misuse

A drug is any substance which, when taken into the body, affects the chemical composition of the body and how the body functions. All medicines are drugs but not all drugs are medicines.

Therefore, drugs include legally controlled substances such as: caffeine, alcohol, tobacco, solvents, amyl nitrate (poppers), as well as substances used for medical purposes, whether sold over the counter or prescribed, such as: antihistamines, antibiotics, tranquilisers and illegal substances such as: cannabis, ecstasy, heroin, cocaine, LSD.

Possession of some prescription-only medicines, such as Temazepam and Ritalin, is illegal under the Misuse of Drugs Act if no prescription is held.

These lists are not definitive and there may be some overlap of the categories.

Substance	Effects	Risks	Legal position
Tobacco	Relaxation, headache, bad breath, reduced appetite	Bad cough, cancer, heart attack, breathless	Illegal to sell to anyone under 16
Alcohol	Relaxation, lose inhibitions, loss of control, vomiting, violence, drowsiness	Liver damage, impairs decision making and judgement	Illegal to sell to anyone under 18 (as a general rule)
Cannabis / marijuana	Lack of coordination, related heart-rate increase, happy loss of inhibitions, can cause panic	Long term may cause lung disease and psychotic illness. Loss of memory, impaired judgement	Class C. Illegal to grow or supply
Solvents / gas	Facial rash, stomach cramps, lack of coordination, aggressive behaviour, weird visions, headaches, light headed, relaxing	Death from asphyxiation or heart seizure. Psychological dependence. Choking on vomit. Possible damage to lungs, kidney, liver, heart and central nervous system.	Illegal to sell to under 18s knowing it will be abused
Amphetamines	Initially energetic and confident, but anxiety and restlessness can follow	High doses can produce delirium, panic, paranoia or depression, heart failure, damaged blood vessels	Class B. Illegal to possess or supply (unless prescribed)
MDMA / Ecstasy	Increased energy and colour perception, feelings of well-being, increased thirst, head and muscle ache	Can lead to anxiety, panic, insomnia, hypothermia and dehydration. Some evidence of liver damage	Class A. Illegal to possess or supply
LSD	Hallucinogenic effects, including intensified colours and sounds, or even out of body experiences. Effects are dependent on the strength of the dose	Difficult to identify strength of dose. Experiences can be emotionally disturbing (bad trip) leading to anxiety. Flashbacks can occur	Class A. Illegal to possess or supply
Hallucinogenic mushrooms / magic mushrooms	Similar to LSD experience	Main risk is picking and eating a poisonous mushroom by mistake	Class A if processed – cooked, dried or made into tea
Amyl nitrate	Blood vessels dilate causing a rushing sensation to head, lose balance, increased energy. May enhance sexual pleasure. Effects are short-lived	Vomiting, shock, unconsciousness, heart attack, dizziness, headache, palpitations	Currently no legal restrictions on use or supply
Anabolic steroids	Increase strength, speed, aggression and competitiveness. Enables more intensive training for longer	Restriction on growth, spinal problems, menstrual abnormalities, voice changes, increase in hair growth	Possession for personal use not illegal. Supply is illegal, with Class C penalties
Heroin	Euphoria, reduced anxiety and pain levels. Slow heart rate and breathing. Can cause constipation. Appetite loss	Highly addictive. Difficult to identify strength of dose and what it is mixed with. Danger of overdose. Injecting causes abscess and other infections, including septicaemia and HIV	Class A. Illegal to possess or supply
Cocaine / crack	Feelings of exhilaration, strength and well-being. Decreased hunger, indifference to pain and fatigue. Effects relatively short term	Comedown can bring on depression, anxiety and fatigue. Excessive doses may cause death from respiratory or heart failure. Long term use may lead to paranoid	Class A. Illegal to possess or supply

**Support agencies**

**Talk to Frank – 0800 776600 [www.talktofrank.com](http://www.talktofrank.com)**

**Drinkline – 0800 9178282 [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)**

**ADFAM – 020 7928 8898 [www.adfam.org.uk](http://www.adfam.org.uk)**

Waterbridge House, 32-36 Loman Street, London, SE1 0EH  
The National organisation for the families and friends of drug users.

**Drugscope – 020 7928 1211 [www.drugscope.org.uk](http://www.drugscope.org.uk)**

Waterbridge House, 32-36 Loman Street, London, SE1 0EE  
Drugscope is a UK charity that conducts research in the drugs field and provides drugs information to professionals and the public.

**Release – 020 7729 5255 [www.release.org.uk](http://www.release.org.uk)**

388 Old Street, London, EC1V 9LT  
Also, Drugs in Schools Helpline by RELEASE – 0345 366666

**Re-solv – 0808 800 23245 [www.re-solv.org/](http://www.re-solv.org/)**

30a High Street, Stone, Staffordshire, ST15 8AW  
The society for the prevention of solvent abuse

**Childline – 0800 1111 [www.childline.org.uk](http://www.childline.org.uk)**

Studd Street, London, N1 0QW

*This policy has been written with guidance from The Hampshire Children's Trust, Drugs use and misuse policy, September 2012*