



DRUG AND ALCOHOL POLICY

AIMS OF THIS POLICY

This policy seeks to:

- Guarantee a healthy working environment and protect the current and future health of employees, members and visitors.
- Comply with Health and Safety Legislation and Employment Law
- Raise awareness of the dangers associated with exposure to smoking, alcohol and drugs

WHO DOES THIS POLICY APPLY TO?

This policy applies to everyone involved with the school community in any way:

- Employees
- Students
- Voluntary helpers
- Governors
- Visitors
- Contractors
- Anyone attending an outside letting

DEFINITION OF TERMS

Drug - This policy uses the term drug to refer to any substances people take to change the way they feel, think or behave. This includes all legal drugs, including alcohol and tobacco, all illegal drugs, volatile substances and over the counter and prescription medicines.

Drug use - The consumption of any drug. All drug use, including medicinal use, carries potential harm.

Drug misuse - Drug taking through which harm may occur, whether through intoxication, breach of school rules or the law, or the possibility of future health problems.

Drug abuse - Drug taking which harms health or functioning. It may be part of a

wider spectrum of problematic or harmful behaviour.

SECTION 1: Drug Education: Curriculum Provision

Aim

The overall aim of drug education in the school is to equip pupils with the necessary knowledge, skills and attitudes to enable them to be in a position to make informed, healthy choices and decisions and to prevent or reduce the harmful consequences of drug misuse.

These are all taught in ways appropriate to the children's stage of development.

Objectives / pupil learning outcomes:

- To help children become aware of the importance of making informed choices.
- To promote the development of personal and social skills related to health behaviour and the opportunity to practice them.
- To clarify misconceptions about drugs.
- To enable young people to identify sources of appropriate personal support.
- To provide opportunities within the curriculum to meet these objectives.

Context

Drug education is one aspect of a broader programme of PSHE which includes promoting health, positive behaviour and social responsibility. Specific drug related information is also provided within the statutory science curriculum.

The school acknowledges that a positive health promoting ethos helps pupils feel valued and part of the school community and, in doing so, helps build self-esteem and self-images that may enable pupils to cope more effectively in drug related situations

Parental involvement

The school believes that it is important to have the support of parents/carers and the wider community for the drug education programme. Through our website and school communication parents are given the opportunity to find out about our Drug and Alcohol Policy.

Visiting Speakers

Visiting speakers from the community (e.g. health promotion specialists, drug advisers, community police officers) can make a valuable contribution to the programme. Their input is carefully planned and monitored so as to fit into and complement the programme. Methods of approach: In keeping with the school's

approach to PSHE a variety of teaching and learning methods are used as appropriate to the topic and needs of the pupils (e.g. mind mapping, role play, group discussion).

These strategies enable pupils to:

- place new learning in the context of previous experience
- explore currently held personal and cultural beliefs and values in the context of new learning
- apply new learning to other situations
- relate new knowledge to current behaviour, so as to be able to make and act on informed choices
- actively consider the implications of the learning for themselves, society and the environment

Monitoring and evaluation

The PSHE Lead will monitor delivery of PSHE through observation, reviewing planning and evaluation, and discussion with teaching staff to ensure consistent and coherent curriculum provision.

SECTION 2: Substances on site

TOBACCO

In accordance with law on smoking in public places smoking or vaping is not permitted anywhere on the premises of Carleton Green Community Primary School, including outside play areas.

The school will also not permit smoking or vaping at any off site activities, or during educational and other visits.

If we discover that a child has cigarettes in their possession whilst at school we will confiscate the cigarettes and notify their parent or carer as soon as possible.

ALCOHOL

The consumption of alcohol during the working day is prohibited for all members of the school community.

Anyone who arrives at Carleton Green Community Primary School clearly under the influence of alcohol will be asked to leave immediately. If they are a member of staff, disciplinary procedures will follow.

The Headteacher must be consulted and permission obtained before arranging any functions at the school at which alcohol may be consumed. This decision is left to the careful discretion of the Headteacher for each event.

SOLVENTS

The school recognises that many ordinary substances lend themselves to misuses and therefore need to be carefully stored when used in school.

OTHER DRUGS

Anyone who arrives at school clearly under the influence of legal or illegal drugs will be asked to leave immediately. If they are a member of staff, disciplinary procedures may follow.

If a member of staff is taking prescription drugs that may affect their ability to function effectively, they must inform the headteacher as soon as possible and seek medical advice. The headteacher will consider whether a risk assessment is needed. Staff medication on the premises must be stored securely and out of reach of children at all times.

SECTION 3: Responding to drug related incidents

This policy is for guidance and may be adapted to take into consideration individual circumstances.

The school acknowledges pastoral responsibility in this area and seeks to work closely with families and support agencies. The school will consider each drug incident individually and recognises that a variety of responses will be necessary to deal with incidents. It will consider very carefully the implications of any action it may take. The school seeks to balance the interests of the pupils involved, the other school members and the local community. Incidents involving drugs may take the form of emergencies, intoxication, discovery/observation, disclosure, suspicion/hearsay.

Emergencies

If a pupil is deemed to be in danger as a result of drug misuse the following courses of action should be taken, in the order appropriate to the particular situation:

- Notify the office by the fastest possible means to call an ambulance and briefly outline the cause of the emergency.
- Summon help immediately from another member of staff and send for a first aider.
- Provide emergency aid to pupil as appropriate.
- Notify the Head teacher or another senior leader.
- Notify the pupil's parents.
- Remove, in the presence of an adult witness, any suspicious substances/equipment and retain in case they are required by ambulance staff.
- Record the incident in the school's medical book/complete an incident form.

Discovery/observation

- If a pupil is discovered possessing, using or dealing any substance not permitted in school, a member of staff will seek to remove any suspicious substances from the pupil in the presence of an adult witness or to secure the voluntary production of any substances believed to be concealed on the pupil's person. Intimate physical searches should not be made by any teacher.
- If drugs/alcohol or related items are found in or around school, staff will remove items with due care to their own safety and deal with as below and as appropriate.
- Any substance taken possession of will be sealed in a labelled plastic bag, signed by the witness present with the date and time added and kept in a locked cupboard.
- The situation will be investigated promptly and thoroughly with a written record made.
- The Head Teacher will be notified and ensure that it has been explained to the child why the situation is a serious one. If the substance is illegal the Head teacher will seek advice from County, the police, Youth Support Services or Social Services (in the Head's role as DSL) depending on the case. The governing board of the school will subsequently be informed.

Disclosure

- If a pupil makes a disclosure to a member of staff concern for the pupil's welfare will be paramount but teachers will not be able to promise complete confidentiality and should make this known to any pupil seeking such an assurance.
- Details of the disclosure need to be written down, signed and dated.
- The Head Teacher will be informed and appropriate action taken after seeking advice from County, the Community Police, Youth Support Services or Social Services (in the Head's role as DSL) depending on the case.

Suspicion/hearsay

Any hearsay / rumour about drug use by a child will be carefully evaluated in the light of the school's own knowledge about the person and sensitively investigated before any possible action is taken. If staff believe the rumour to be unfounded steps will be taken to challenge the rumour and its effects. If the rumour is found to be true, the same procedures will be taken as outlined in the previous section for disclosure of drug use.

School's position in relation to substance misusing parents

The school recognises that some of its pupils may have a parent whose drug use (legal and/or illegal) is problematic. The child's welfare in this case is paramount and the school will act, within the legal limits that it can, to support the child in a variety of ways, both practically and emotionally.

If a member of staff suspects that a parent collecting their child from school and

intending to drive is intoxicated the police advice is that efforts should be calmly made to help the parent think of alternative, safer ways of getting home. This might include walking home, getting somebody else to collect them or calling a taxi. If the parent becomes aggressive and insists on driving on no account should staff put their own safety or security at risk. If possible, staff should note down details of the car and phone the police with this information as soon as possible. Details of these incidents will be recorded and kept at school