

# St Peter's Catholic Primary School

## Drug, Alcohol and Tobacco Policy



Policy	Drug, Alcohol and Tobacco Policy
Date	July 2019
Date of review	July 2021
Signed Chair of Governors	<i>George Lopez</i>
Signed Headteacher	<i>Clare Scott</i>

***We, the family of St Peter's, united in faith by God strive to learn and grow together to be the best we possibly can every day.***

This policy covers our school's approach to teaching and learning about drugs and the school's management of situations involving drugs. The policy will be available to teachers, governors and parents on request. The policy will also be made available on the school website.

### **Rational**

This policy has been developed as part of a whole school ethos to develop healthy children with high self-esteem who are able to take responsibility for their own learning and actions. 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 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.

### **Definition of 'Drugs'**

This policy uses the definition that a drug is:

**'A substance people take to change the way they feel, think or behave'.**  
(United Nations Office on Drugs and Crime)

### **The term 'Drugs' includes:**

- All illegal drugs
- All legal drugs including alcohol, tobacco and volatile substances which can be inhaled
- All over-the-counter and prescription medicines

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

This policy relates to staff, pupils, parents/carers, visitors, partner agencies working in the school, visitors on school site, school visits, school transport.

The purpose of the school drug policy is to:

- Clarify the legal requirements and responsibilities of the school
- Reinforce and safeguard the health & safety of pupils and others who use the school
- Clarify the school's approach to drugs for staff, pupils, governors, parents/carers and the wider community
- Give guidance on 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 values and ethos of the school

- Provide a basis for evaluating the effectiveness of the school drug education programme and management of incidents involving illegal and other authorised drugs

### **Statement on Drugs**

St. Peter's encourages safe understanding of drugs and their effects on people. Illegal and other unauthorised drugs are not acceptable within the boundaries identified within the policy.

### **Responsible staff member**

Headteacher

### **Staff Support and Training**

Targeted training is provided for all staff. The PSHE Co-ordinator attends all relevant drugs training provided by the borough of Barking and Dagenham and relays information to all other staff members during INSET.

### **Management of drugs at school:**

The first concern in managing drugs or drugs incident is the health and safety of the school community and meeting the pastoral needs of the pupils.

As this is a primary school it is highly unlikely that we will have to deal with a drug-related incident, however there needs to be procedures in place just in case a drug related incident occurs.

It is also highly unlikely that the police will need to become involved, however if in the unlikely event that the police are contacted this will be handled in line with the LA policy.

Drugs (legal or illegal) related incidents can generally be placed into one of three categories

- Rumours of use or dealing on or off the premises
- Actual use or dealing on or off the premises, including a first aid response
- Disclosures of own or others use from a student or parent and requests for help and support

The Headteacher will assess each situation independently, according to the evidence which is presented to her, and will seek advice from the appropriate authorities if necessary.

### **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 a 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.

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 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 to and from school.

### **Confidentiality**

The school will do its utmost to ensure that sensitive information is only disclosed internally or externally with careful attention to pupil's and families rights and needs. Teachers cannot and should not promise total confidentiality. It may be necessary to invoke child protection procedures if a pupil's safety is under threat. In such circumstances Mrs Scott, the nominated child protection officer, will follow the procedures set out in the Child Protection policy.

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

In most cases at St. Peter's school we would fully expect to involve parents at the earliest opportunity with regard to the unauthorised use of drugs and this will be made clear to pupils. However, there may be occasions where a request for confidentiality should be honoured unless this is not possible in relation to

- Child protection
- Co-operating with a police investigation
- Referring to an external agency

An agreement to keep information confidential will always include the Headteacher as well as the member of staff concerned

## **Health and Safety and medicines**

Please see Health and Safety Policy for additional information.

Solvents or hazardous chemicals legitimately used are used carefully by school staff or pupils and 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
  - Office Manager is the member of staff responsible for the secure storage of pupils' (prescribed) medication. On a school trip, the first aider will be responsible
  - 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, governors and the member of staff. This may involve additional training for members of staff involved in offering assistance.

## **Emergency aid**

If emergency aid is required, a first aider will be summoned immediately and an ambulance called if required.

## **The role of the Governors**

Governors will have the opportunity to review and adapt the policy. They will receive information from the Head teacher's termly report.

## **Drug education**

Drug education is a major component of drug prevention. The aim of drug education is to provide opportunities for pupils to develop their own knowledge, skills, attitudes and understanding about drugs.

## **Drug education should:**

- Increase pupils' knowledge and understanding and clarify any misconceptions about drugs, their effects and the laws that govern their use and misuse.
- Develop pupils' personal and social skills to make informed decisions and keep themselves safe and healthy.
- Enable pupils to explore their own and other peoples' attitudes towards drugs.

Drug education is taught through PSHE lessons, and also forms part of the Science curriculum. Drug education will be taught across the school from year 1 – year 6 using a varied range of teaching strategies according to the age and abilities of the pupils being taught.

Lessons will include:

- Role-play
- Discussions
- Drama
- Debates
- Creative writing
- Questionnaires
- Circle time
- School nurse
- Other outside agencies as appropriate

### **Links with other Policies**

This policy links with the PSHE, Behaviour, Child protection, Anti-bullying policies and medicines control practice in the office.

### **Monitoring and Evaluation**

The school will evaluate the impact of the healthy eating policy by feedback received from parents and governors. This policy will be reviewed every 2 years.

### **Review**

Date policy implemented: July 2019

Review Date: July 2021