



Burnt Tree Primary School

Drug and Alcohol Policy

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

This policy should be read alongside our School Medicine & First Aid and Supporting Children with Medical Needs Policies

Policy Review

This Policy was adopted November 2021, and was agreed by the Governing Body

Signed 

Date 23/11/2021

The Policy will be reviewed in November 2024

This policy has been developed in consultation with representatives of:

- Senior Leadership Team (SLT)
- The governing board
- Staff with specific responsibility i.e. SMSC Coordinator
- Other teaching staff

The policy reflects the guidance of national bodies i.e. DfE, NSPCC, Drugwise, and Alcohol Concern.

Definition of terms:

Drug:

this document uses the term drug to refer to any substance people take to change the way they feel, think or behave: 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 the potential for 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 SMSC from Foundation stage to Key Stage 2, 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 SMSC, 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 SMSC coordinator 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 The school's position is as follows:

Tobacco & E-Cigarettes

The school operates a **no smoking policy at all times** throughout the building and grounds.

This policy applies to pupils, employees, parents and visitors. Posters are displayed around the school site as a memo and reminder to all that visit the school site.

Alcohol

The consumption of alcohol during the working day is prohibited for **all members** of the school community. During events such as school trips (particularly residential) the consumption of alcohol remains strictly forbidden.

Solvents

The school recognises that many ordinary substances lend themselves to misuse and therefore need to be carefully stored and managed. In order to prevent children's access, the following items are stored carefully when used in school:

permanent markers, correcting fluid, aerosol sprays.

Lighter fuel is not permitted in school.

Medication: Over-the-counter and Prescribed Drugs:

Asthma reliever inhalers are kept in the classroom where the child remains, where staff have access to them. The children are supervised to monitor proper use.

Any medicines that need to be taken by children during the school day must be kept in the first aid cupboard or dedicated first aid fridge in the front office, clearly labelled with the child's name and instructions for use. Only medicines that have been prescribed by a Doctor, and clearly have the pharmacy label attached, can be administered.

Staff are not obliged to administer medicines; a member of the Senior Leadership Team will administer the medicine under the direct instruction of the label. Prescribed medicine will be administered by an

additional adult as a second witness. The form will then be signed, dated and initialled by the SLT member and member of staff present.

All medical forms are stored securely in the front office.

Parents must come in to school to complete a medication form (see School Medicines & First Aid Policy).

Special arrangements may be made for children suffering from serious medical conditions who may require urgent or specialised care. Such conditions could be Asthma, Anaphylaxis, Diabetes and Epilepsy.

In such cases parents need to agree an individual treatment plan in accordance with the school Policy on Supporting Children with Medical Needs and in consultation with the appropriate professional team if required.

Section 3

Responding to drug related incidents: This policy is for guidance and may be adapted to take into consideration individual circumstances.

The school's responsibility to all its members in relation to drug incidents:

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.

Emergency situations

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.
- ✓ A written report will be given to the Head Teacher.

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.

Training and support for staff

All staff will be supported in their understanding and delivery of this policy and its implication.

The Head Teacher with oversight of the SMSC co-ordinator, has responsibility for ensuring that drugs issues are handled in the spirit embodied in this document.

Review of this policy

This policy is reviewed every three years or in the light of any incident that may occur relating to drugs or any new findings arising from educational research.