



Drugs Education Policy

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Lead Person(s): A. Matthey (PSHE Lead)

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Statutory Document: No

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Our school vision

At Burdett-Coutts, we encourage our learners to be ambitious for themselves and for others. We challenge and support them in questioning the world and in finding solutions. Our Christian values of friendship, compassion and service underpin our ethos:

"I can do all things through Him who gives me strength".

We want our learners to be ready to learn, to be respectful of each other and to feel safe.

How this policy enables the school to fulfil the vision

At Burdett-Coutts, we aim to give children the confidence to believe that through effort and diligence, they can **"do all things"** and achieve.

Burdett-Coutts and Townshend Foundation School, recognises the harm that all drugs can have, be they illegal (cocaine, cannabis, heroin etc) legal (alcohol, cigarettes and solvents) or medicines. We aim, through this policy, and its guidelines to provide clear and consistent procedures, which promote safety and good management in line with our school vision and rules.

Aims

- To help young people resist drug misuse in order to achieve their full potential in society
- To promote and safeguard health and safety of pupils and staff within the school
- To provide a hierarchy of sanctions, for different levels of severity for different drug related incidents
- To endorse a range of learning and supportive responses for those involved in an incident
- To encourage an environment where a supportive response to incidents is not undermined by an unduly punitive response
- To ensure this policy is fully implemented and disseminated to ensure understanding and adopting for all of those connected with the school; pupils, parents, teachers, governors and auxiliary staff.



Drugs Education Policy

Definition - What is a Drug?

A drug is a substance that alters the way the mind or body works; this may be physically, mentally or emotionally. Therefore, this policy will cover all drugs such as:

- caffeine, and those found in foods and soft drinks, as well as those that have the potential to harm human health or impair judgement,
- over the counter and prescription medicines,
- alcohol,
- tobacco,
- solvents,
- steroids,
- illegal drugs

Restricted Drugs

The school has classed the following substances as restricted drugs, as they have the potential to change people's behaviour and/or harm human health:

- over the counter prescription medicines,
- khat,
- alkyl nitrates (poppers),
- steroids,
- gammahydroxybutyrate (GHB),
- cannabis (in all its forms),
- amphetamines,
- ecstasy,
- LSD,
- magic mushrooms,
- cocaine/crack
- and heroin.

Safety of Pupils and Staff

To protect the health and safety of staff and pupils, all staff will receive regular training on how to identify drug use and how to follow procedures to deal with drug-related incidents. School staff should act at all times as responsible role models and set a good example of drug related behaviour. Therefore, this policy with reference to restricted drugs will apply to any person on the school premises.



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Pupils are expected to adhere to this policy once they have entered the physical boundaries of the school until they leave the same boundaries at the end of the normal school day. Pupils will also adhere to this policy whilst they are on a residential or school trip.

Any pupil involved in a drug related incident on such an occasion will be dealt with according to this policy. People concerned with the management of any venue hosting an event may impose additional procedures/sanctions.

Drug Education Co-ordinator

The current PSHE Subject Leader will be trained to advise on and oversee the management of drug related incidents and drug education in the school. This person will work alongside the Headteacher to ensure that the correct procedures are followed and that all pupils, parents and professionals involved have fully understood the school's role and what strategies will be implemented.

These strategies will take into account the age, culture, home or community circumstances and previous history of the young people. They will also be responsible for co-ordinating drug education across the school through staff training and the PSHE scheme of work. The roll of the co-ordinator is also to disseminate the policy and publicise it to all parties affected by it, i.e. staff, governors, pupils and parents.

The co-ordinator will be encouraged to maintain an up to date drug knowledge of the issues pertaining to substance misuse by attending appropriate training and refresher courses.

Drug Related Incidents

We will consider each situation individually and recognise that a variety of actions in response may be necessary to drug related incidents as recommended by: DfE and ACPO drug advice for schools: <https://www.gov.uk/government/publications/drugs-advice-for-schools>

An incident involving unauthorised drugs in school is most likely to involve alcohol, tobacco or volatile substances, rather than illegal drugs. The first priority is safety and first aid, i.e. calling the emergency services and placing unconscious people in the recovery position.

An intoxicated pupil does not represent a medical emergency, unless unconscious. Pupils suspected of being intoxicated from inhaling a volatile substance will be kept calm; chasing can place intolerable strain on the heart, thus precipitating sudden death.

Any drug suspected of being illegal will be confiscated and stored securely, the police will be notified to determine an appropriate method of disposal. These precautions must be witnessed and recorded by either the Headteacher or Deputy Headteacher. Staff must not taste unknown or confiscated substances.



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Legal but unauthorised drugs or medicines will also be confiscated and will be returned to parents or carers; the school may arrange for the safe disposal of volatile substances. Where a pupil is suspected of concealing an unauthorised drug, staff are not permitted to carry out a personal search, but may search pupils' bags, trays, etc

The Headteacher will notify the police and take advice as to how to proceed further. A full record will be made of any incident and the Headteacher will conduct an investigation into the nature and seriousness of any incident, in order to determine an appropriate follow-up response.

The Chair of Governors will be informed of any drug incident that should occur. The Local Authority are also notified of any drug incidents in school each term.

The Premises Officer ensures that the grounds are kept clear of any dangerous substances / objects. He checks the grounds regularly and ensures that they are safe. Any glass / bottles are removed quickly and safely. Discarded needles would be disposed of via a sharps container. Any unknown substances will be given to the police or disposed of on their advice in the presence of witnesses.

All staff however are encouraged to be vigilant around the school grounds, particularly close to the main entrances. Pupils should not pick up any such materials.

All incidents must be recorded by the PSHE Leader in the Drugs Incident Log		
Possible Incidents	Action taken	Involving whom
Emergencies – where the pupil has lost consciousness or gone into a coma due to ingesting drugs	<ul style="list-style-type: none"> • Administer first aid if necessary • Make the situation safe • Wear gloves to remove drugs from the area and store safely for the police. • Call 999 for the ambulance service • Send for support • Call the Headteacher / SLT • Call the community Police • Contact the parents 	Ambulance Headteacher/SLT Parents Community Police
A pupil suspected of being in possession of drugs	<ul style="list-style-type: none"> • Call the Family Support Worker / Headteacher / SLT • The Family Support Worker / Headteacher / SLT will talk with the pupil • Ascertain if it is true • If true the HT will contact the pupil's parents and the community police 	Family Support Worker Headteacher/SLT Parents Community Police
A pupil found to be in possession of drugs	<ul style="list-style-type: none"> • Call the Family Support Worker / Headteacher / SLT • The Family Support Worker / Headteacher / 	Family Support Worker Headteacher/SLT



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	<ul style="list-style-type: none"> SLT will wear gloves to remove drugs from the area and store safely for the police. The HT will contact the pupil's parents The Family Support Worker / Headteacher / SLT will contact the police. 	Parents Community Police
A pupil suspected of being under the influence of drugs	<ul style="list-style-type: none"> Administer first aid if necessary Call 999 for the ambulance service Make the situation safe Send for support Call the Headteacher / SLT Contact the parents 	Ambulance Headteacher/SLT Parents Community Police
An adult visitor of staff suspected of being under the influence of drugs	<ul style="list-style-type: none"> Administer first aid if necessary Make the situation safe Call the Headteacher / SLT Contact the community police to remove the person from the premises 	Headteacher/SLT Parents Community Police
Suspect drugs found on the school premises	<ul style="list-style-type: none"> Remove drugs from the area and store safely for the police. Contact the community police 	Headteacher/SLT Police
Disclosure – where a pupil discloses to a member of staff that they have been using drugs or that they are concerned about someone else's drug use	<ul style="list-style-type: none"> Call the Family Support Worker / Headteacher / SLT Contact pupil's parents Contact school nurse for further support 	Family Support Worker Headteacher/SLT Parents School Nurse

How we teach Drugs Education

We regard drugs education as a whole-school issue and we believe that opportunities to teach about the importance of a healthy lifestyle occur naturally throughout the curriculum, but especially in science, PSE, RE and PE. There are also opportunities in circle time.

Teaching about drugs will begin in Key Stage 1, when pupils are taught about seeing the doctor, visiting the chemist and the importance of medicines and their safe handling.

In Key Stage 2, pupils will learn that alcohol is the most widely used drug and that its dangers can be overlooked. We will ensure that our pupils are aware of the risks associated with drinking. We



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teach pupils about the dangers of smoking and habit forming and encourage them to consider its effects and risks. We also teach pupils about the dangers of volatile-substance abuse, because of the high risk of accidental death, especially for first-time and occasional abusers.

At Burdett-Coutts and Townshend CE Primary School, we acknowledge that by the time pupils are in Year 6, some of them may have had some experiences with drugs already, so we must help to equip pupils to handle risky situations, before they actually meet them.

We recognise that learning is most effective when it addresses the development of knowledge, attitudes and skills together and when teaching and learning are participative and active.

We endeavour to:

- Use a variety of teaching styles that are characterised by active learning
- Find out what the children know already
- Use drama, role-play or ICT to demonstrate various strategies and scenarios
- Encourage pupils to listen to the views of others, and we ask them to explore why drugs are such a problem for society.

Drugs education takes place during normal lesson time. Sometimes, a class teacher will seek support from the school nurse or another health professional. In teaching this course, we follow the DfE and LA guidelines. The resources and materials that we use are recommended either by the Health Authority or by the LA. Lessons that focus on drugs education form part of a sequence of lessons that are designed to promote a healthy lifestyle.

The Drug Education Programme for the school is part of the Cambridgeshire PSHE scheme. There is a rolling programme of Drug Education built into the scheme, with age appropriate topics running from Year 1 through to Year 6.

Medical Needs and Medicines

Where children have medical needs, parents and carers must provide the school with details of their child's condition and medication. Parents and carers will bring the medication to school in a secure, labelled container. Records will be kept of all medication received and given. The school can only administer prescribed medicine.

It is of particular importance to discuss medicines that are used to control co-ordination or behavioural difficulties. Any such medicines will be kept locked away in the School office and will only be administered by authorised members of staff.

For those children who suffer from asthma, in the Foundation Stage and Key Stage 1, inhalers will be kept in the teacher's drawer in the classroom. Asthmatic children in Key Stage 2 are allowed to self-medicate and should keep their asthma pumps in their pockets, using them when necessary.



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A request for a child to self-medicate must be agreed on before the medicines are brought into school. This practise is to ensure that pupils are supported and not discriminated against.

Further guidance can be obtained from the document "[Supporting Pupils with Medical Needs](#)" - Department of Education, December 2015

COSHH

COSHH is the Control of Substances Hazardous to Health (COSHH). Substances can take many forms and include: paint, ink, glue, lubricant, detergent and beauty products.

All solvents and other hazardous chemicals at Burdett-Coutts are stored securely, to prevent inappropriate access, or use by pupils. Aerosols, glues (other than PVA) and board-cleaning fluids are used sparingly in school and must be handled and stored carefully by all members of staff.

Alcohol

Alcohol to be consumed at community or parents' events will be stored securely beforehand. To sell alcohol, we must be licensed under the current licensing act.

Occasionally, members of staff may consume limited amounts of alcoholic drinks in the staff room, but only prior consent of the Headteacher during organised events and not during school hours.

Smoking

Smoking is not permitted anywhere in the school premises or grounds. Members of staff who smoke must keep their tobacco and matches or lighters secure.

The Role of Parents and Carers

The school is well aware that the primary role in children's drugs education lies with parents and carers. We wish to build a positive and supporting relationship with the parents/carers of our pupils, through mutual understanding, trust and cooperation. To promote this objective, we will:

- Inform parents or carers about the school drugs policy;
- Answer questions that parents and carers may have about the drugs education that their child receives in school;
- Take seriously any issue which parents and carers raise with teachers or governors about this policy or about arrangements for drugs education in the school;
- Inform parents and carers about the best practice known with regard to drugs education, so that the parents/carers can support the key messages being given to children at school.

When an incident concerning unauthorised drugs has occurred in school, and a pupil is involved,



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parents or carers will be informed with an explanation of how the school intends to respond to the incident.

Staff will be cautious about discharging a pupil to the care of a parent/carer who appears to be under the influence of drugs/alcohol, particularly when they intend to drive the pupil home. Staff will suggest an alternative arrangement, as the focus will be the pupil's welfare and safety.

Where such behaviour repeatedly places a child at risk, or the parent/care becomes abusive or violent, staff will report the matter to the Headteacher or Deputy Headteacher, who will consider whether the circumstances of the case are serious enough to invoke child protection procedures, and the involvement of Social Services or the police.

Monitoring and Evaluation

The PSHE Subject Leader is responsible for monitoring Drug Education across the school as part of their overall monitoring of PSHE. The PSHE Subject Leader will report to the Curriculum leader who will present the information to the Full Governing Body.

Disposal

The Headteacher and SLT will be trained to discard injecting equipment appropriately. In the sharps bin has been used for an incident, it will be disposed of appropriately.

Records and Confidentiality

Records will be kept for all drug related incidents. This information will be kept securely by the Headteacher.

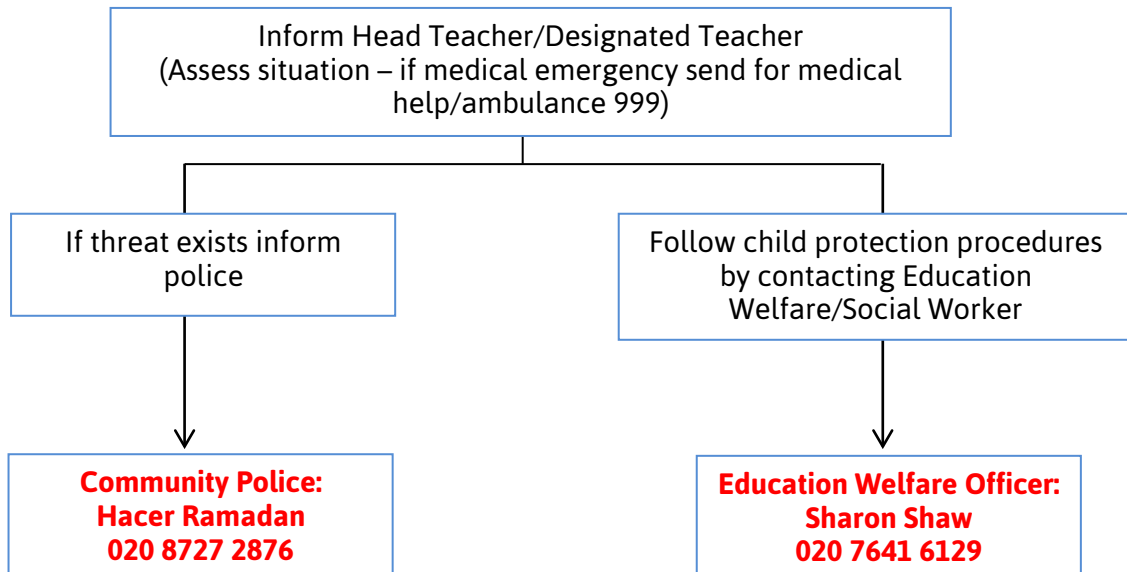
Young people wishing to disclose drug use by themselves, their peers or their parents will be informed that staff cannot guarantee confidentiality and may have to take the issue further for the pupil's safety. Any such disclosure will be referred to the School Nurse or the Drug Education Team.

If there is any evidence that the pupil's safety is at risk they will be seen by the Designated Safeguarding Lead/Child Protection Officer. Child Protection procedures supersede any confidentiality agreement.

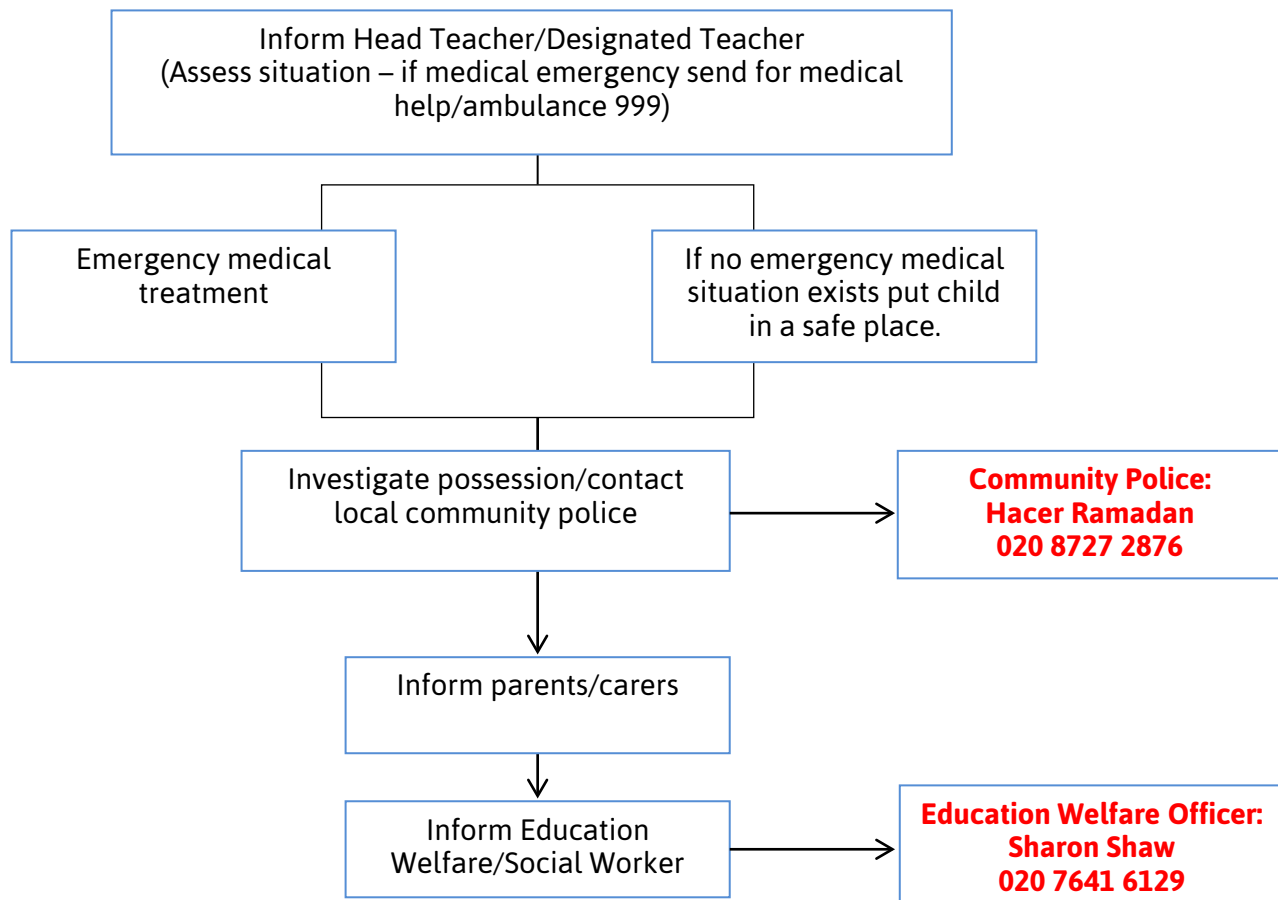
A record will be made of the disclosure (Child Protection 'Record of Concern') and the Head Teacher and Designated Safeguarding Lead/Child Protection Officer are to be informed. The matter will be treated as a potential safeguarding matter, and the parents contacted in the first instance.

Appendix 1:

Parents/Carers/Others under the influence of drugs /alcohol on school premises.



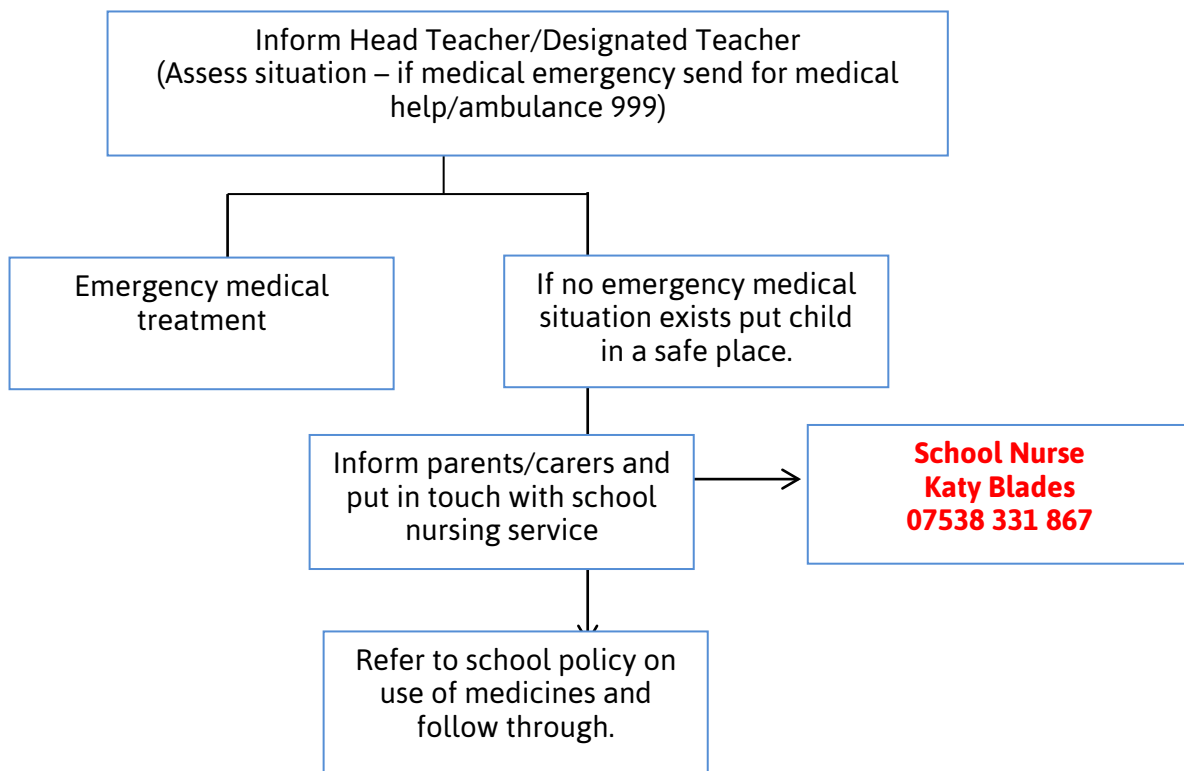
Pupil(s) under the influence of drugs /alcohol on school premises.



N.B. If tobacco is the drug used you may wish to follow school behaviour/discipline policy.

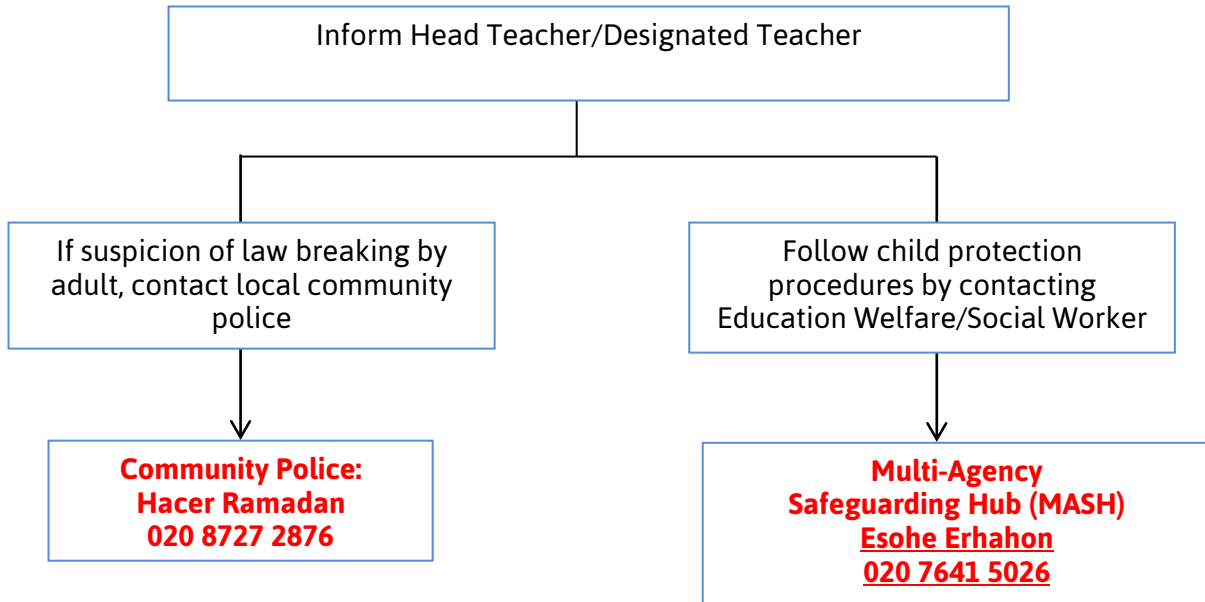
Appendix 2:

Pupils using medicines inappropriately on school premises.

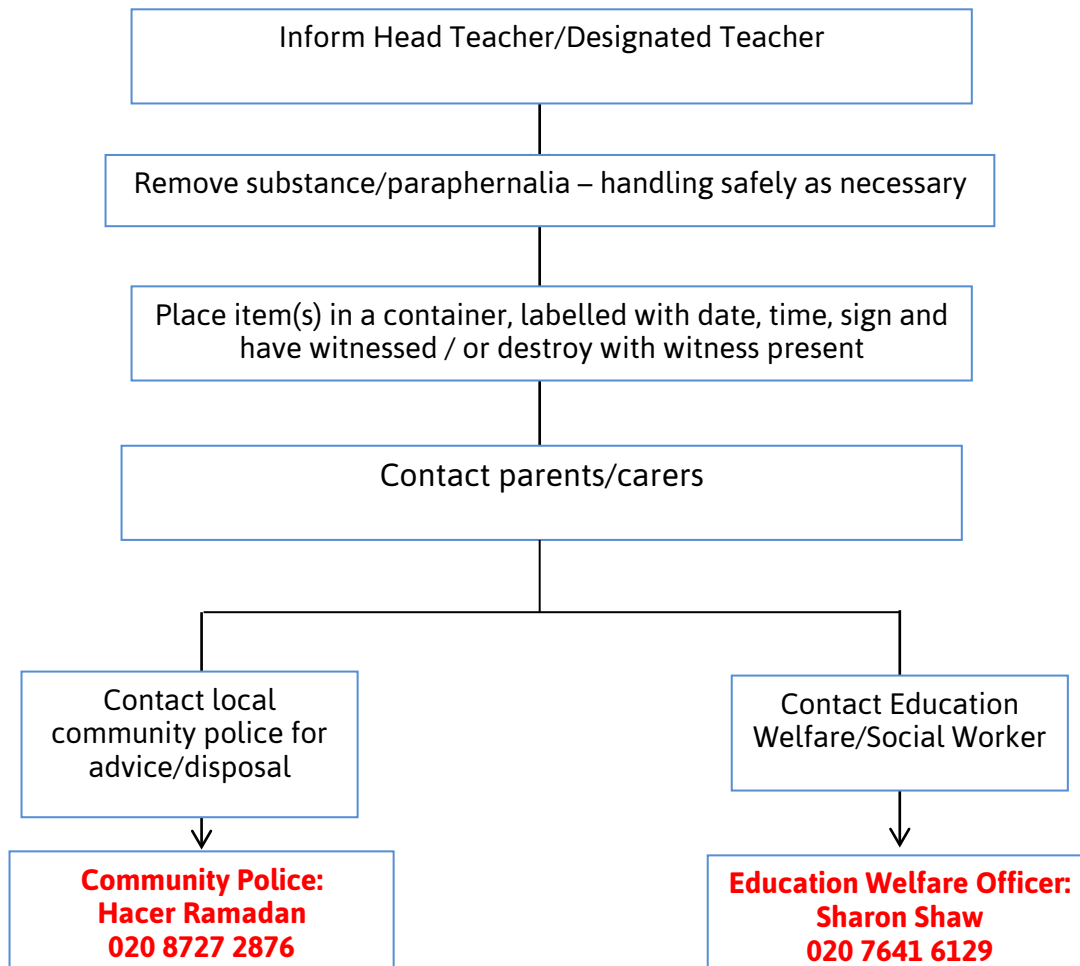


Appendix 3:

Pupils makes disclosure about their own or parents/carers/others use of drugs/alcohol



Drugs and / or paraphernalia found on pupils and/or premises



Appendix 4:

Supplying (drugs/alcohol/tobacco) by pupils/parents/carers/others

