The Priory Primary School
Drug Policy

Introduction

We recognise the increasing drug use in society. The acquisition of knowledge, understanding and skills which enable young people to consider the effects of drugs on themselves and others is therefore of vital importance.

The term ‘drug’ throughout this document refers to all drugs including medicines, volatile substances, alcohol, tobacco and illegal drugs. We recognise the importance of exploring the beneficial use of drugs as medicines as well as the harmful effects of drug misuse.

This policy document identifies effective strategies that we will implement in this area of the curriculum and takes account of the proposed OFSTED inspection arrangements, National Curriculum and LA Curriculum policy, Entitlement and Achievement.

This policy applies to all school staff, pupils, parents / carers, governors and other partner agencies working with the school. It applies to the school premises, school visits, offsite activities and residential visits.

Rationale

"Young people of all ages want reliable information about drugs, including good quality drug education in primary and secondary school" (O’Conner et al, 1997; Blackman, 1996; Roker and Coleman, 1997)

Identifying what the school classes as a drug is very important. The World Health Organisation classes it as "a substance which, on entering the body, changes the way that body functions". This list constitutes the model the majority of organisations would follow, ourselves included:

- Any prescribed medication used by anyone it is not prescribed to
- Any medication being misused
- Any controlled or scheduled drug
- Amphetamines (Speed)
- Alcohol
- Anabolic Steroids
- Cannabis (Large variety of slang names)
- Cocaine Hydrochloride (Powder)/Crack Cocaine
- Cigarettes (Tobacco)
- DMT
- GHB
- Herbal Highs
- Ketamine
- LSD (Acid)
- MDMA (Ecstasy)
- Nitrates (Poppers)
- Opiates (Heroin)
- Opiate Substitutes (Methadone, Subutex, Naltraxone)
- Phenethylamines (2CB, 2CTI, 2CT7)
- Psilocybin (Magic Mushrooms)
- Qat
- Volatile Substances known as VS (Gas, Glue, snuffable products)

There are always new drugs coming on to the market so this list needs to be reviewed at least annually. Not all of the above are illegal but they should still not be tolerated on school premises. Cigarettes, VS and alcohol are drugs and should be thought of in the same way as illicit drugs. No one category of drug should be placed higher than any other. It is important that drugs such as alcohol are placed on a par with illicit drugs.

**Aims and Objectives**

The Priory Primary School believes that the essential aim of drug education should be to give pupils the facts, (appropriate to their age and level of understanding), to emphasise the benefits of a healthy lifestyle and give young people the knowledge and skills to make informed and responsible choices now and in later life.

We aim to:

- To promote pupils’ self-esteem and confidence.
- Educate our young people factually, non judgementally and with the inclusion of key partner agencies
- To consider and/or challenge attitudes pupils may have regarding drug use and misuse.
- To provide opportunities for pupils to be equipped with, and practice the skills they need to avoid the misuse of drugs.
- To enable any pupils who are misusing drugs or who have concerns about the misuse of drugs to identify sources of appropriate personal support.
- To help pupils to distinguish different drug drugs, consider their use misuse, benefits and harm.
- To have a clear training strategy for ALL staff, Governors and Parents/Carers.
- To have a clear strategy for dealing with drug related incidents
Management and Co-ordination

The Co-ordinator has responsibility for supporting policy implementation by providing advice and support to governors, senior managers, curriculum leaders, classroom teachers and support staff.

The Co-ordinator will therefore ensure that:

- The Drug Education Policy is disseminated to all members of the school community and is thoroughly discussed and understood
- Clear roles and responsibilities for policy implementation are identified
- The underpinning aims, values and attitudes of drug education are made explicit
- The development of good relationships is promoted within and beyond the school
- Equality of opportunity is promoted
- Provision is made for continued professional development within the field of drugs awareness and drug education
- The link between drug education and other school policies e.g. Child Protection, Discipline / Behaviour policy

Drug Education

Drug education will be delivered in this school through a combination of planned curriculum opportunities and whole school approaches. This will take the form of:

- **Discrete curriculum time**
  
  By identifying drug education within the planned curriculum for all pupils – especially PSHE sessions.

- **Through and in other curriculum areas**
  
  By identifying and planning for opportunities within other curriculum areas especially within science, PSHE and Citizenship. The QCA Scheme of work for science includes the element ‘Keeping Healthy’ suggests specific activities to address drug education.

- **Through activities, school events and ethos**
  
  An ethos of pupils listening and supporting each other, the taking of responsibility, good relationships, positive behaviour, challenging stereotypes, being aware of the language we use and the use of support and guidance systems.
The responsibility for the provision of drug education is held by the Head Teacher, Assistant Head Teacher and the governors.

Visiting speakers, such as police officers and health professionals, give further depth to any drug education programme and details of how to contact relevant cost free agencies are available in the drug packs.

We may also choose to use other educational materials but these will need to be reviewed regularly to ensure they remain relevant.

The school will ensure progression and continuity in all aspects of drug education through careful monitoring and assessment.

**Staff Training**

Drug education needs to be a constant theme. This will only be possible if teachers are properly trained. Those involved in teaching drug education need opportunities to develop skills, knowledge and confidence through a programme of continuing professional development.

All staff, including support staff, need access to professional development and support that relates to the drug education curriculum and its style of delivery. A range of provision will be identified that meets staff needs across a range of roles and responsibilities.

The Sandwell DECCA (Drug Education, Counselling and Confidential Advice) Education Team (formally the Drug Education Team) provide training for all staff.

Drug Concern, a partner agency of the Education Team will deliver awareness sessions to parents/carers. They are specialists in working with those affected by another’s drug use, this often being parents and family members.

**Managing Drug Related Incidents**

We recognise that drug related incidents in primary schools are rare but recognise the need for clear procedures should an incident occur. We have identified a range of responses, incorporating both sanctions and counselling, which reflect different kinds of drug-related offences. Our philosophy is;

"The welfare of the child is paramount at all times".

No school should believe that it is immune to drugs, ourselves included.

We will fill out a Sandwell Drug Related Incident Monitoring Form (Appendix 1) if there is any type of drug related incident. The form(s) will be returned to the DECCA Education Team (DET) Drug Teams Co-ordinator if any incident occurs.
The following guidance should be read in full but an overview of the whole process is included in Appendix 6, Drug Incident Pathway.

If there is an allegation/suspicion of a drug related incident in school

- In the early to mid teens there is a strong correlation between drug problems and truancy.
- If you hear/are told that a young person is using/in possession of drugs you need to act immediately.
- Inform the school Drug Co-ordinator and/or the Head Teacher or another senior member of staff.
- We ensure that two staff are always present. This can be important if any future allegations are made.
- Talk to the young person. Are they acting out of character? Do they appear in any way intoxicated? Are they acting suspiciously?
- Point out the school policy on drugs and ask them to hand over any drug(s). If they refuse and you believe they have drugs on their person, point out that the police and/or parent(s)/carer(s) will then need to be contacted.
- Teachers can ask a pupil/pupils to turn out their pockets and search bags or lockers but should never try to do any type of physical search. This can be classed as assault.
- If doing any type of agreed search we make sure there are two staff present.
- You cannot force a young person to do anything, no matter what they are suspected of.
- Record everything on a Sandwell Drug Related Incident Monitoring Form.

NB – Confiscating an illegal drug and its disposal – REF Social Inclusion Policy

School staff will not attempt to analyse or taste an unidentified drug, but will take temporary possession of any drug suspected of being a controlled drug for the purpose of protecting our pupils from harm or committing the offence of possession.

If we suspect that a pupil is concealing illegal drugs, we will encourage the pupil to voluntarily surrender the drug.

If the drug cannot be identified it will be treated as illegal. It will be placed in a sealed container and the police informed so they can collect it as soon as possible for disposal.

We will always ensure that a witness is present when taking temporary possession of any drug. We will then decide how to proceed with due regard to Child Protection policy issues.

We will keep a written record of the action taken when responding to incidents of this nature, irrespective of the seriousness of the case.
If a young person discloses something about drugs

- It will often not be appropriate to talk about it at that time. Arrange to speak to the young person and try to establish whether there is any truth in what they have said. Offer the relevant help if it is needed.
- As soon as possible inform the school Drug Co-ordinator.
- Record everything you have done on the Drug Incident Monitoring Form.

Confidentiality

Incidents reported are on a need to know basis. This information is not readily shared with staff, apart from those named in this policy.

If contact has to be made with parent(s)/carer(s) and/or the Police the School Drug Coordinator or a member of the Senior Leadership Team will be the only people designated to do this.

Informing Parents

- It is always advisable to contact parents/carers. There may be legitimate grounds not to contact parents immediately if it is clear that, they may seriously over react and cause harm to the young person or the parents are believed to be directly involved in the situation causing concern.
- The decision not to contact should only be made by the Head Teacher/Teacher in Charge or designated member of the Senior Management Team
- For children who are Looked After Children (LACE) the appropriate contact individual must be informed and fully involved in any action taken by the school.
- When contacting parents it needs to be done in such a way that distress is kept to a minimum. A telephone call indicating an incident at school without giving specific details would be most appropriate.
- The young person should be involved as much as possible in the process of contacting any outside organisations and if possible they should take the lead in admitting their drug use to parents.
- Involve the parents as much as possible in the implementing of appropriate sanction(s) for their child.
- The offer of support to parent(s)/career(s) may need to be made.
- Having parent(s)/carer(s) working in harmony with school can play an important role in ensuring a young person stays drug free at school.

Involving Police

If the Police are contacted regarding a pupil that has been found in possession or suspected possession of an illegal substance the Police would respond in the following way:
• The local Police Officer would visit the school. Following liaison with the Head Teacher, or in their absence the Deputy or School Drug Co-ordinator, the Officers may arrest the pupil or alternatively make an appointment to interview that person in the presence of an appropriate adult at a Police station.

• In all cases the West Midlands response to drug related incidents in school would be followed. The outcome of the enquiry would result in one of the following:

  1. No further Action.
  2. Reprimand.
  3. Final warning.
  4. Charged and bailed to attend Youth Court.

• If we are unable to contact the relevant officer for the school, we will contact the Drug Teams Coordinator.

• If the Police are contacted regarding a pupil who has been found supplying or is suspected of supplying an illegal substance the Police would respond in the following way:

  The local Sector Police Officer, promptly (certainly that school day) and discuss with the Head Teacher or Deputy/School Drug Co-ordinator the appropriate action to be taken. Police may arrest but may make arrangements for the young person to be interviewed at the police station in the presence of an appropriate adult. The outcome would be as previously stated for possession.

• If we are unable to contact the relevant officer for the school, we will contact the Drug Teams Coordinator.

• We will make Police aware if we suspect drug dealing to be occurring on or near school premises. This can be done anonymously.

• Legally, school does not have to contact the Police and an incident can be dealt with in-house.

• Placing a young person on a "drug free in school time" contract has proved successful in schools.

• It is advisable to develop a good relationship with local Police, as they may prove invaluable. Meeting with your School Liaison Officer or Sector Officer before they are needed would be advisable.

**Legal Standing and Implications**

• You must consult the School Drug Co-ordinator before you take any action.

• The school does not legally have to act if we are told that a young person is using or has used an illicit drug outside of school time or has been in possession of an illicit drug outside of school time. The final decision rests with the Senior Management Team.

• Using means someone who is using or taking the drug(s) themselves. It does not mean that they are a drug dealer and each case should be looked at individually.
Money does not have to change hands for a young person to be dealing. Dealing can be defined as passing on, selling, giving away and any action that involves any type of hand over of drugs from one young person to another.

We have no legal obligation to contact the Police but we do readily consult them for advice.

If Police come in to school and wish to interview a young person the parent(s)/carer(s) must be contacted. The Head Teacher can give permission for an interview to take place if all possible efforts have been made to contact a parent(s)/carer(s). This should only happen in exceptional circumstances as it could lead to disciplinary action. It is unlikely that any interview would take place in school.

Parent(s)/carer(s) can refuse permission for their child to be interviewed. This would change if the child were placed under arrest.

An appropriate adult must be present if a child is interviewed. If this is anyone other than the person who has parental responsibility they should have undertaken training on how to fulfil this role. Without training it would not be advisable to undertake this responsibility. In this instance we always contact the

For guidance on the use of sniffer dogs and drug testing in school please refer LA policy.

A criminal conviction can be far more damaging than any drug. A young person can be affected for life by a criminal record. Each case must be treated individually.

**Pupil Discipline and Support**

The Head Teacher will be responsible for deciding how to respond to particular incidents and all factors influencing the incident will be taken into account. (E.g. the age of the pupil concerned, whether the incident involved one pupil or a group of pupils and whether there is evidence of particular peer group pressure.)

Our Social Inclusion policy has clear disciplinary measures that will be applied to drug related incidents and a variety of consequences /sanctions are possible.

**Exclusion may be appropriate in certain serious cases**

A number of factors should be taken in to account when deciding on an appropriate response:

- Does the pupil admit or deny allegations?
- Is this a first or subsequent offence?
- What was the quantity of drug involved?
- What was the pupil’s motivation? (Was there malicious intent?)
- Does the pupil have a parent/carer or family member who is using drugs?
- Does the pupil know and understand the school policy and school rules?
- If illegal supply is suspected, how much was supplied and was the pupil coerced in to the supply role or the one ‘who’s turn it was’ to buy for others, or is there evidence of organised or habitual supply?
• If a young person is using or dealing appropriate sanctions can be placed on a pupil. A range of responses can be employed. Some examples are:
  • Early intervention
  • Referral to an outside organisation
  • Counselling
  • A Behavioral contract. A contract to stay drug free whilst engaged in any type of school related activity or on school premises (see Appendix 2 for an example contract) has been proven to act as an effective deterrent.
  • Fixed period exclusion
  • Pastoral support programme
  • A managed move
  • Permanent Exclusion

In any such case the school will ensure that the excluded pupil has access to professional support and advice from health and counselling services.

**Dealing with drug related litter on or near school premises**

The Facilities Manager is responsible for checking the school site daily. Any drug related litter will be carefully removed using the advice in the Body Fluids and Needlestick Injuries Guidance ref LA Policy HSW/CORP/GUID/004 The Head Teacher will be notified immediately.

**Procedures for ‘sharps’ and drug related paraphernalia.**

• Barrier methods should be used when handling anything.
• If there are residues on such things as tin foil, treat these as substance "finds" and deal with them in the same way.
• Sharps should be stored in the sharps container (with the exception of needles/syringes - follow guidance below)

Any employee discovering one or more syringes must not try to collect and dispose of them. A report should be made to the Sandwell Contact Centre who will arrange for the syringe(s) to be collected. Action will be taken to prevent others getting access to syringes before Environment Direct remove them. E.g. cordonning off the area, placing a box over the needles(s), making others aware of the danger etc.

**Procedures Substances**

• If school finds a substance that they believe to be illegal we will endeavour to establish where it has come from.
• Any person finding a suspicious substance should find witness to anything they do, if at all possible.
• If it is decided that the drug is to be stored the following must happen: It must be kept in a secure place (such as the safe). It must be separately packed with
the time, date and place of finding/handing in. This should be done with a witness.

- School will contact Police to collect suspected illegal substances. An Officer would call as soon as practically possible. Remember that no questions have to be answered about any of the pupils in school.
- Inform the school Drug Co-ordinator and record all you do on a Drug Related Incident Monitoring Form.

**Medical emergencies**

*(also see Health and Safety Policy – First Aid)*

Our aim is to ensure that some our staff team are trained in first aid. Our aim is to ensure that our first aid procedures are clearly displayed for all staff to follow. Below is the guidance that will be followed:

- If a person is unconscious always call for medical help. Remove any immediate danger away from the person. If a hypodermic needle is still in a part of the body, it is advisable to remove it due to the risk of further injury and place the person in the recovery position. Barrier methods should be used.
- Do not attempt to induce vomiting.
- If possible get them to stand or sit. This would only differ if it were thought the person had fallen and there was a chance of spinal injury.
- Give them nothing by mouth.
- Do not leave the person unattended, shout for help. Do not leave the person with a pupil.
- Save any substance samples and vomit as they may be needed for analysis.
- Whilst your first priority is for the pupil(s) at immediate risk you must ensure the safety of other staff and pupils. If at all possible keep the area clear. This removes the element of risk and lessens the chance of gossip.
- If the person is conscious ask them what they have taken and how. Keep them under observation in a quiet place. Do not try to induce vomiting. If you know what drug has been used it may be necessary to give the person fluid to re-hydrate them.
- We ensure that two staff are there to witness and record. It makes recording more accurate, reduces stress levels and may be important in future if allegations are made.
- Any attending professional has to make a record of what has been done and witnessed.
- It is vital that any information, substance samples and vomit are passed on to attending professionals. It may help to save a life.

**Smoking Policy**

This school is bound by Sandwell Council policy and smoking is not permitted anywhere on the school site. Any disregard for school restrictions on smoking will be treated as any other breach of school discipline (see No Smoking Policy)
The Role of Governors

The Governing body at The Priory Primary School are informed of any drug issues as they affect the school. They are consulted on policy development, PSHE curriculum developments and any drug related incidents and possible disciplinary procedures that follow.

Involvement of Parents / Carers

The school is well aware that the primary role in children's drug education lies with parents. We wish to build a positive and supportive relationship with the parents of children at our school through mutual understanding, trust and co-operation. In promoting this objective we will:

- Inform parents about the school drugs education policy and practice;
- Answer any questions parents may have about the drugs education their child receives in school;
- Take seriously any issue which parents raise with teachers or governors about this policy or the arrangements for drugs education in school;
- Encourage parents to be involved in reviewing the school policy and making modifications to it as necessary;
- Inform parents of any drug incident or situation involving their pupil, unless it is a child protection issue.
- Inform parents about the best practice known with regard to drugs education so that the parents can support the key messages being given to children at school.

Links to other agencies

DECCA Education Team
Support can be given for any type of drug related issue or incident. Work can also be carried out with any young person caught using drugs.

Sandwell Drug Teams Co-ordinator

DECCA Treatment Team

Drug Concern:
Material gathered from

DECCA – Drugs in Schools Resource Pack Primary Edition
DECCA team Website http://www.trustdecca.com
Sandwell MBC – Health and Safety -
DFEE-Circular 4/95 Drug Prevention and Schools/Protecting young people, 11/98.
HAS-Children and Young People Misuse Services
Drugs: Guidance for Schools, 02/04
QCA – Drug, Alcohol and Tobacco Education Curriculum Guidance for Schools at Key Stages 1 –4, 179/2003

Review:

This policy will be reviewed June 2019.