



*Yes we can*

## **DRUG ALCOHOL AND TOBACCO EDUCATION POLICY**

**Spring 2017**

### **1. INTRODUCTION**

Our school believes that the misuse of drugs, alcohol and tobacco (DAT) endangers not only our pupils but also affects the wider community in which we live. It is the school's responsibility to ensure the child's health and safety while in our care and we also strive to promote their personal and social wellbeing. DAT misuse undermines this and hinders the development of the young person.

This policy aims to highlight the school's positive and proactive approach to Drug Alcohol and Tobacco Education. It also aims to ensure that all pupils have access to consistent, clear and thoroughly planned approaches to Drug Alcohol and Tobacco education that is appropriate to the age and maturity of the pupils.

The school aims to:

- Enable pupils to make informed healthy and safe choices by increasing their knowledge, challenging their understanding and developing their skills.
- Support children in developing their communication skills to help them to assert themselves, resist pressure and make responsible decisions.
- Provide accurate and comprehensive information about substances.

The policy forms an integral part of our existing health education and personal and social education programmes, and the DAT education programme complements this.

#### **1.1 RATIONALE**

Henry Fawcett Primary School recognises that young people in today's society are exposed to the risks associated with the drug culture that exists.

The school wishes to promote the development of the 'whole person' which encompasses physical, mental, emotional, social and environmental health; by equipping pupils with the knowledge, skills, attitudes and values to handle their lives effectively in the present and prepare them for adulthood.

Drugs education should therefore form an integral part of the school curriculum.

## **1.2 DEFINITION OF DRUGS**

For the purpose of this policy, the term 'drugs' refers to substances that change the way the body or mind work, including:

- Alcohol
- Tobacco
- Volatile substances
- Caffeine
- Over the counter prescribed drugs e.g. painkillers, antibiotics
- Illegal drugs e.g. ecstasy, cannabis, cocaine, crack and heroin

'Drugs misuse' is defined as the non-medical use of drugs that are only intended for use in medical treatment, the use of drugs that have no accepted medical purpose (DfE circular 4/95).

## **2. DEFINITION OF DRUGS**

*'A drug is any substance which, when taken, has the effect of altering the way a person behaves, feels sees or thinks. As well as everyday substances such as tea and coffee, drugs include:*

- *alcohol and tobacco*
- *'over the counter medicines' such as paracetamol for headaches*
- *prescribed drugs, such as antibiotics and tranquilisers*
- *volatile substances such as glues and aerosols*
- *illegal drugs such as cannabis, LSD and ecstasy*

The school recognises that this policy focuses mainly on illicit drugs.

## **3. THE PLACE OF DRUGS EDUCATION WITHIN THE CURRICULUM**

Drug education should not be seen as a one off topic but as a continuous process which involves the development of skills and attitudes enabling pupils to make informed choices. Effective drug education should take account of not only the individual, but also the family, their peer groups, and the wider community. Where possible, the school promotes the partnership between the parent and child, when addressing drug issues.

At Key Stages 1 and 2, the statutory curriculum for pupils includes the cross-curricular theme of Health Education. This theme provides opportunities for young people to develop their knowledge and understanding of the use, misuse, risks and effects of drugs and other potentially harmful substances, their effects of health and lifestyle, in line with the five Every Child Matters outcomes..

The National Curriculum Science Order requires that:

- Pupils in KS1 should be taught about the role of drugs as medicines (Sc2, 2d).
- Pupils in KS2 should be taught about the effects on the human body of tobacco, alcohol and other drugs, and how these relate to their personal health (Sc2, 2g).

#### **4. THE DELIVERY AND ORGANISATION OF THE DRUGS EDUCATION PROGRAMME**

Drugs Education is a whole staff issue. Henry Fawcett Primary School ensures that staff are regularly updated with changes in the curriculum and changes to the policy, which have an effect on their delivery of the curriculum. Where possible staff receive in-service training on drug issues.

##### **6.1 OUTSIDE AGENCIES**

Henry Fawcett Primary School may use outside agencies: school nurses, advisers from the Health Education Link Service, the police or other external agencies to support the delivery of lessons. The teacher must ensure that the following criteria are met:

- The content and delivery of the programme has been jointly agreed.
- The programme and methods of delivery are consistent with the aims and objectives outlined in this policy.
- The Head Teacher has given approval for the use of the outside agency.
- CRB disclosure will be required from any person delivering drug education.

#### **5. MANAGING MEDICINES**

In most cases, parents/carers, not teachers, will administer medicines to their children themselves outside school hours. Where this is not possible:

- Parents/carers of children in need of medication must ensure that the school is accurately advised in writing about the medication, its usage and administration.
- Primary aged children may be able to administer their own medication, under supervision, but only with the written agreement of their parents/carers.
- The decision for staff to administer medicines will be made by the Head Teacher.
- All medicines will be stored securely with access only by senior staff, such as the Head Teacher or a qualified First-Aider.
- In the case of asthma, please refer to the school policy on managing asthma reliever inhalers

## **6. ALCOHOL ON SCHOOL**

Alcohol is not consumed on the school premises except for special occasions. On these occasions, the alcohol is stored in a locked cupboard away from all pupils.

Alcohol is also allowed on the premises for some organised events.

## **7. PROCEDURES FOR HANDLING AND REPORTING INCIDENTS**

A suspected drug related incident is described as

- Suspect drugs found on the school premises
- A pupil suspected of being in possession of drugs
- A pupil found to be in possession of drugs
- A pupil suspected of being under the influence of drugs
- An adult suspected of being under the influence of drugs

When an incident occurs the member of staff involved should:

- Make the situation safe
- Send for support & Inform the Designated Safeguarding Lead/Head Teacher
- Administer first aid if necessary/Call for a first aider
- If an illegal drug is found it should be secured in a safe place until dealt with by the police
- Make a written report of the incident

When the Designated Safeguarding Lead/Head Teacher is informed they should:

- Make a decision to inform:
  - POLICE
  - PARENTS
  - BOARD OF GOVERNOR
  - SPECIALIST DRUGS SUPPORT AGENCY AS APPROPRIATE

- Initiate disciplinary action as appropriate
- Assess the pupils needs and support as appropriate
- Review the policy and amend as necessary

For further information see Appendix 1

### **3.2 CONFIDENTIALITY**

The welfare of children will always be central to the school's policy and practice. All pupils need to feel able to talk in confidence to a member of staff about a drug-related problem. However, in line with Child Protection procedures, teachers will not be able to promise complete confidentiality and information about a child in relation to drugs will follow the same procedure as for other sensitive information.

Pupils should also be encouraged to talk to their parents. A record will be made of the disclosure and the Head Teacher is to be informed.

## **8. THE ROLE AND RESPONSIBILITIES OF STAFF AND GOVERNORS**

- Overall responsibility for this Policy is with the Named Governor for PSHE.

### **The governing body is responsible for:**

- Authorising the Drug Alcohol and Tobacco Education Policy and any subsequent reviews of the Policy and ensuring that the terms and ethos of this policy are followed.

### **The Personal Social Health Education Co-ordinator is responsible for:**

- Writing and updating the Drug Alcohol and Tobacco Education Policy and Scheme of Work in light of initiatives and change, and monitoring the development of the subject throughout the school.
- Guiding and supporting teachers in this subject, to include refresher training for Drug Alcohol and Tobacco Education.
- Co-ordinating external agency support for Drug Alcohol and Tobacco Education.
- Monitoring the effectiveness of the planned and delivered curriculum for Drug Alcohol and Tobacco Education.
- Co-ordinating classroom practices and guidelines across the curriculum and ensuring the development of subject skills.

- Auditing and monitoring resources throughout the school to ensure that there are sufficient age-appropriate and ability-appropriate resources for effective teaching and learning.

**The Head Teacher is responsible for:**

- Ensuring that the terms and ethos of this policy are followed.

**Other members of the staff team are responsible for:**

- Following the terms and ethos of this policy.

## **9. MONITORING AND EVALUATING**

**This policy is a working document and will be reviewed every two years.**

The induction of new staff will include introduction to this policy.

*The policy is available to parents if they request it.*

**Last reviewed:** Agree and record date

# Appendix 1

What to do if...	Legal Considerations	Pastoral Considerations
<p><b>1. Drugs/alcohol/volatile substance discovered on school premises.</b></p>	<p>1. If drugs/alcohol are found on school premises, take possession and store securely.            2. What is the substance? Seek police advice for analysis/disposal.            3. It is illegal to knowingly allow premises to be used for the consumption of some prohibited substances.            4. Headteachers and staff authorised by them have a statutory power to search pupils or their possessions, with or without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item(see notes below).</p>	<p>1. Ensure Head Teacher is informed.            2. Discuss with individual(s) or class/school as a whole.            3. Monitor the situation.            4. Record all incidents and action taken.            5. Head Teacher to decide whether to inform parents/carers</p>
<p><b>2. A pupil is found in possession of drugs/alcohol/volatile substance.</b></p>	<p>1. Confiscate drug/substance found and store securely.            2. What is the substance? Seek police advice for analysis/disposal.            3. Check whether the pupil is legally entitled to be in possession of this drug/substance.            4. Headteachers and staff authorised by them have a statutory power to search pupils or their possessions, with or without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item (see notes below).</p>	<p>1. Ensure the Head Teacher is informed and decide:</p> <ul style="list-style-type: none"> <li>• If, when and how parents/carers are to be informed.</li> <li>• What sanctions, if any, will be imposed on the pupil?</li> <li>• Is assessment needed to determine whether this was a one off or if there are underlying problems/issues?</li> <li>• Are there pupil/family welfare or child protection issues?</li> <li>• If Education Welfare need to be consulted.</li> </ul> <p>2. Record all incidents and action taken.</p>
<p><b>3. A teacher suspects a pupil of being under the influence of drugs/alcohol/volatile substance.</b></p>	<p>1. Schools have in 'loco parentis' responsibilities to individual pupils and the whole school community.            2. Are their child protection concerns? Is the child at risk of 'significant harm'? If so, Head Teacher to contact Social Services (and/or Education Welfare) for advice and/or referral.</p>	<p>1. Seek medical advice.            2. Inform Head Teacher and decide if, when and how parents/carers are informed.            3. Record all incidents and action taken.</p>
<p><b>4. A pupil discloses they are using drugs/alcohol/volatile substance.</b></p>	<p>1. Are there child protection concerns? (See above)            2. Schools have in 'loco parentis' responsibilities to individual pupils and the whole school community.</p>	<p>1. Head Teacher needs to decide:</p> <ul style="list-style-type: none"> <li>• Whether to inform parents/carers.</li> <li>• Are there pupil/family welfare or child protection issues? (see above)</li> <li>• If there is a need for support from external agencies?</li> </ul>
<p><b>5. A pupil discloses a parent/carer/relative</b></p>	<p>1. Are there child protection concerns? (See above)</p>	<p>1. Inform the Head Teacher.</p>

<b>is misusing/selling drugs/alcohol/volatile substance.</b>	2. There are no legal obligations to inform the police but informal advice may be useful.	2. Are there pupil/family welfare or child protection issues? (See above) 3. Who should be informed? (Confidentiality and trust are key issues) 4. How will the pupil be supported? School? External agency?
<b>6. A parent/carer arrives intoxicated on school premises.</b>	1. Safety and well being of pupil is paramount. 2. There are no legal obligations to contact police unless child protection concerns are raised and/or a violent incident takes place. 3. Record all incidents and action taken.	1. Attempt to maintain a calm atmosphere. 2. Are there concerns about discharging the pupil into the care of the parent/carer (e.g. they intending to drive child home)? If so, alternative arrangements may need to be made. 3. Are there child protection concerns? (See above) 4. Is the parent/carer aggressive/violent? Consider contacting police.
<b>7. A pupil discloses friends are misusing/selling drugs/alcohol/volatile substance.</b>	1. Are there child protection concerns? (See above) 2. There is no legal obligation to inform the police but informal advice might be useful.	1. Inform Head Teacher. 2. Verify information. 3. Are there pupil/family welfare or child protection concerns? 4. How is the issue to be approached sensitively?
<b>8. Head Teacher becomes aware of the availability/sale of drugs/alcohol/volatile substance in the school vicinity.</b>	1. There is no legal obligation to do so, but Head Teacher may wish to seek police advice. 2. It is illegal to knowingly allow premises to be used for the consumption of some prohibited substances. 3. It is illegal to sell alcohol to persons under the age of 18. It is illegal to sell cigarettes to anyone under the age of 18. It is illegal for shopkeepers to sell solvents and volatile substances to anyone under the age of 18 if they believe that the substances are going to be misused.	See pastoral response to no. 3.
<b>9. A discarded syringe/needle is found in the school vicinity.</b>	There is no legal obligation.	1. See pastoral response to no. 1 2. Contact Lambeth's Sex, Drugs & Paraphernalia Department for a free clean-up service: Tel: 020 7926 8888.

The above points are for quick reference only.

Key contact for drugs within the School: **NATALIE BARRETT**