

# MORPETH FIRST SCHOOL DRUG (including Alcohol and Tobacco) POLICY

## AIMS/OBJECTIVES

- The aim of this policy is to provide a framework for effective drug education and for dealing with drug related incidents within the school environment. The drug education programme reflects the aims and values of our school and its governing body.

## RATIONALE

- Current research indicates that drug use both legal and illegal is rising amongst young people and as part of the school's care and welfare of the pupils we believe we have a duty to inform and educate them about drug use.
- The school is committed to the health and safety of all pupils and will work together with parents and the local community to enable pupils to make healthy informed choices and discourage the misuse of drugs
- The school recognises the need to provide a balanced drug education programme, containing accurate and up to date information alongside the development of life-skills

## DEFINITION - WHAT IS A DRUG?

- A drug is a substance that, when taken into the body, changes the way we feel, the way we see things and the way our body works. This policy covers a range of drugs including medicines, tobacco, alcohol, solvents, illicit substances (ie a substance being used for something other than its intended purpose) and illegal drugs

## TO WHOM DOES THE POLICY APPLY?

- This policy applies to school pupils, all staff, parents and other visitors on site. It also applies to after school care clubs such as Roundabout .

## WHERE DOES IT APPLY ?

This policy applies at all times when staff are acting in loco parentis this includes educational visits in line with the County Guidelines on visits off site. The policy applies to pupils travelling to and from school and during break and lunchtimes. It also

affects the use of school premises after normal school hours. Organizers of any after school events should be made aware of the policy and their responsibility to implement it.

## **ROLES AND RESPONSIBILITIES**

- Headteacher - the head teacher takes overall responsibility for providing a safe place of work for all staff and pupils and as such takes responsibility for this policy, its implementation and for liaison with the Governing body, parents, LEA, media and appropriate outside agencies in the event of a drug related incident. Pupils who are suspected of being at risk from drugs will be supported and monitored with assistance from relevant agencies.
- Governors - as part of their general responsibilities for the management of the school the governors play a key role in the implementation of the school's policy for drug education and prevention (as referenced in DfEE Circular 4/95). They will continue their involvement through the regular evaluation of the policy at intervals of no more than two years.  
The named lead Governor with responsibility for this policy is Mrs P.Young.
- All Staff - Drug prevention is a whole school issue. All staff, both teaching and non-teaching should be aware of the policy and how it relates to them should they have to deal with a drug related incident. This includes lunchtime supervisors, caretaker and cleaning staff. If they have any queries or training requirements these should be made known to the *Head teacher or the P.S.H.E. Coordinator*.
- Caretaker - The caretaker regularly checks the school premises - any drugs or drug paraphernalia found will be recorded and reported to the Headteacher and dealt with in accordance with this policy
- Parents - Parents are encouraged to support the school's drug education programme and have access to this policy. They are responsible for ensuring that the guidelines relating to medication in schools are followed. The school plays its part in ensuring that parents have up to date information regarding drugs. Parents have the right to be informed of any incident that could result in potential harm to their child. This can be a very sensitive issue for parents, and therefore, it will be handled with care and consideration. The head teacher will consider if there are any special circumstances, which may temper this right.

- Other workers within school - e.g. volunteers, parent helpers etc-need to be made aware of the policy and how it relates to them .

## DRUG EDUCATION

### AIMS/OBJECTIVES

The main aims of our drug education are:

- Promote positive attitudes towards healthy lifestyles
  - To enable children to become accurately informed on the effects, good or bad, of drugs on health and make healthy informed choices
  - To give children the opportunity to develop their abilities to communicate their concerns and take responsible decisions
  - To enable children to discuss moral questions and share their thoughts in a safe environment
  - To let children know what they should do if they come across drugs or are aware of other people using them
  - To ensure that all children are taught about drugs in a consistent manner, in line with the school ethos and within the guidance provided to all staff teaching drug education
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- The school provides a planned drug education curriculum as part of PSHE and through the statutory science curriculum. The programme reflects knowledge and understanding, attitudes and personal and social skills. The programme is responsive to the needs of the pupils and relevant to their age, experience and maturity. The programme will involve a wide variety of strategies including circle time to address issues that are important to the pupils.
  - On the whole teachers teach drug education, but where appropriate, outside visitors may contribute and will be aware of the schools policy. Teachers have access to on-going support and training as part of their own professional development and teaching materials are reviewed for quality and relevance. The school actively cooperates with other agencies such as the police, social services, the Lea and health and drug agencies to deliver its commitment to drugs education.

## MANAGING A DRUG RELATED INCIDENT

- This section of the policy provides the framework of procedures for dealing with an incident if one should occur. The primary concern of the school is the care and welfare of the pupils and as such will seek to balance the safety and security of the school with the needs of pupils.
- The members of staff responsible for coordinating the schools response to drug incidents are the Headteacher and in the case of absence the Deputy Headteacher.
- The school rules for the drugs named in this policy are:
  - Medicines - see Health and Safety Policy on the administration of medicines
  - Tobacco - the school is a no smoking school in line with County guidelines/see the school Health and Safety policy (6eii). This rule also applies when on school visits.
  - Alcohol - the possession or consumption of alcohol by pupils is banned.
  - Solvents - the school will ensure that potentially harmful substances, including aerosols, are stored safely and pupils supervised carefully in the event of them being used in the course of the school day
  - Illegal Substances - no illegal or illicit substances should be brought to school or used on school premises.
- Staff and visitors have a duty to ensure that personal prescription and other medicines are safely stored.
- In the event of a drug related incident occurring on school premises the school will follow the guidelines recommended by the LEA as shown in Appendix 1, Dealing with Situations involving Drugs without Medical Authority.
- In the event of discovering a hypodermic needle the incident should be recorded (appendix 2) and the following procedure should be followed in order to protect all persons
  - 1. Do not attempt to pick up the needle
    2. Cover the needle with a bucket or other container
    3. If possible cordon of the area to make it safe
    4. Inform the HT or deputy
    5. Contact environmental health/police

- All incidents involving drugs will be recorded (see Appendix 2). Blank forms will be kept in the office and completed forms will be stored in a file in the locked filing cabinet in the office.
- There is no legal requirement to inform the police but it is best practice. They may be able to give relevant support and advice about the disposal of suspected drugs and at no time should a member of staff leave the premises with any drugs in their possession (see Appendix 1 for details on storing substances until police collect them). This contact should be made through the local community police officer .A list of contacts and their telephone numbers is attached. Police should not be contacted with a 999 call.
- The school will consider each substance incident individually and recognise that a variety of responses will be necessary to deal with incidents .The school will consider very carefully the implications of any action it may take and any action taken by the school will be in line with the schools behaviour policy and will take into consideration issues of Child Protection and Health and Safety. The School will seek to balance the interests of the pupil involved, the other school members and the local community and will identify appropriate support where drug misuse is identified.

Permanent exclusion may be warranted as a final sanction when all other reasonable steps have been taken.

Staff are reminded that confidentiality cannot be guaranteed and if they suspect a pupil is in moral or physical danger they must pass this information on to the appropriate member of staff (see note in appendix 1)

## **IMPLEMENTATION, MONITORING AND REVIEW**

- A copy of this policy is provided for each member of staff and each member of the governing body. Reference copies are available from the head teacher for parents/carers and all other persons who come into contact with the pupils

Date of implementation September 2013

- The policy will be reviewed every two years by the Head teacher and Governors .This will include evaluation of teaching and learning activities, resources, staff training requirements and the use of outside visitors.  
Review Date above plus 2 years

## **SIGNATURES**

- Governor (Chair or Named Governor)\_\_\_\_\_ Date\_\_\_\_\_
- Review date 2015