

**Christ Church School, Hampstead**  
**Drugs policy**



*Date of policy:* February 2016    *Review date:* 2018/19    *Approved by governors:* March 2016

**Our Aim**

At Christ Church School we respect and value each individual's contribution to our school community. We work to inspire our children with the love of learning and to strive for excellence in all aspects of school life.

We believe that drugs play a part in the lives of every one of us and recognize that drug use and misuse can have a serious effect on health, well being and academic achievement. We have a crucial role to play in drug prevention and education.

Primary aged children need to be protected from the harm that drugs can cause and it is our responsibility to give them the knowledge and skills to be able to be healthy and keep safe.

We take a positive and proactive approach to the issue of drugs and this policy aims to:

- give a clear view on the use of drugs in school;
- provide information so that everyone is clear about the procedures should an incident occur and the approach taken by the school;
- give information about what is taught and how it is taught;
- give guidance to teachers, support staff and visitors about drug education.

**Staff responsible for drugs issues**

The PSHE Coordinator is responsible for the development, monitoring and review of the drug education curriculum, supporting and training staff, liaising with external agencies to support the curriculum and developing, monitoring and reviewing the drugs policy.

The Headteacher is responsible for managing drug-related incidents and the Assistant Head for liaising with external agencies to support pupils vulnerable to drug misuse.

This policy should be read in conjunction with the PSHE and Citizenship policy and the following related policies: Health and Safety, Positive Behaviour, Medical Conditions, Safeguarding and Child Protection and Equalities documents.

**The Definition of Drugs**

The definition of drugs used in this policy is the definition given by the United Nations Office on Drugs and Crime: "A substance people take to change the way they feel, think or behave".

This refers to all drugs whether:

- Illegal drugs (those controlled by the Misuse of drugs Act 1971) such as ecstasy, cannabis, crack/cocaine, heroin and LSD, ketamine, GHB, anabolic steroids and khat
- Drugs that are legal to use but are covered by some legislation such as selling to under 18 year olds including alcohol, tobacco, shisha and volatile substances (solvents)
- Drugs that are legal to use and buy such as poppers
- Over the counter and prescription medicines
- And other drugs such legal highs/Novel Psychoactive Substances that are illegal to sell for human consumption and e-cigarettes that currently have no restrictions (although laws about selling to under 18s and use in public places are to be put in place)

## **Definitions of other key words**

Drug use describes any drug taking. Any drug use can potentially lead to harm, including through intoxication, breach of the law or school rules, or future health problems.

Drug misuse is drug taking which leads to social, psychological, physical or legal problems through intoxication, regular excessive consumption and/or dependence.

## **Development of the policy**

This policy was drafted by the Healthy Schools lead, following advice from Camden LA.

We have taken account of key national and local guidance including:

Programme of Study produced by PSHE Association September 2014

DfE and ACPO Drugs Advice for Schools January 2012

Guidance on Developing a drugs policy Camden LEA 2005

Non-statutory framework for PSHE and citizenship National Curriculum 1999

## **Aims of drug education**

To give pupils information about drugs and help them develop the skills and attitudes to make healthy and safe decisions about drug use.

To achieve this, our drug education programme will help pupils:

- gain knowledge and understanding about the effects and risks and dangers of drugs and correct myths and misunderstandings;
- develop skills to make informed decisions, including communication, self awareness, negotiation, finding information, help and advice, helping others and managing situations involving drugs;
- develop skills to manage situations involving drugs including assessing and avoiding risks, assertiveness and refusal skills and helping others;
- explore their own and other peoples' attitudes to drugs, drug use and drug users, including challenging stereotypes and dispelling myths and exploring media and social influences.

## **Drug education curriculum**

### **Aims of drug education**

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### **Where is it taught in the curriculum?**

Teaching about drugs, alcohol and tobacco is taught through PSHE and citizenship and in Science where it is required in the National Curriculum.

### **What is taught?**

We reflect the requirements and guidance in the science national curriculum, the non-statutory framework for PSHE and citizenship and the content suggested in Camden's PSHE and Citizenship scheme of work.

**Key Stage 1** focuses on what are safe and unsafe substances, what medicines are, why people take them and how to take them safely, being ill and getting better and what to do if someone persuades you to take something dangerous

**Key Stage 2** focuses on what a drug is, the effects and risks of drugs including tobacco and alcohol, managing peer influences and resisting pressure to take risks and be able to make safe decisions. Our curriculum ensures that we are covering both the statutory requirement in science to teach Year 6 to recognise the impact of drugs on the way their bodies function and the non-statutory science guidance to teach Year 6 how some drugs and other substances can be harmful to the human body and the relationship between diet, exercise, drugs, lifestyle and health.

### **How pupils' learning is assessed**

Pupils' progress in drug education is assessed as part of PSHE and citizenship assessment and Science assessment. Pupils' knowledge, attitudes and skills are assessed through a range of methods including end of topic self-assessment and teacher assessment.

### **How drug education is monitored and evaluated**

Monitoring and evaluation help to plan future lessons and to review the teaching programme and improve the quality of teaching and learning.

The PSHE Lead is responsible for monitoring and evaluation. A range of methods are used including lesson observations and looking at pupils' work. Teachers use the scheme of work to monitor what they are covering and record whether they make changes.

Pupils and teachers evaluate the drug education programme through completing end of topic evaluations and specific evaluations of outside contributors.

There is an annual PSHE and citizenship review that involves school council representatives, and takes account of the drug education evaluations. This review is fed back to staff and pupils and the drug education programme updated as a result of the evaluations.

## **Management of drugs in school**

### **School's view about the use of drugs**

This school does not permit the possession, use or supply of any illegal or legal drug (unless authorised legal drug), which takes place within the school boundaries. This covers: on or near the school premises, within the school day and during term time, on school visits (supervised or not), school journeys and at school social events.

These rules apply equally to staff, pupils, parents, governors and those working and visiting the school.

### **Management of authorised drugs**

We believe that there are circumstances, when some legal drugs are authorised for use in school. These are prescribed medicines, hazardous chemicals (and solvents) and alcohol.

### **Medication**

Guidance of the administration of medication at school is set out in the Medical Conditions policy.

### **Hazardous chemicals and volatile substances (solvents)**

Arrangements for the secure and safe storage of chemicals are set out in the Health and Safety policy.

### **Alcohol**

There are occasions when alcohol is authorised at school during parents' events and staff social events. Staff accompanying pupils on field trips or school journeys are not permitted to drink when responsible for pupils.

## **Smoking policy**

This is a no smoking school and smoking is not allowed anywhere on the premises.

## **Management of drug related incident**

### **Definition of a drug-related incident**

In this school, a drug-related incident includes any incidents involving any drug that is unauthorized and therefore not permitted within the school boundaries.

Drug related incidents in a primary school rarely involve illegal substances but can involve: Pupils smoking cigarettes in school, a parent/carer collecting their child whilst drunk, pupils selling cigarettes to other pupils, misusing another pupils' asthma inhaler, disclosing concern about a family member who has a drug problem, giving medicines to another pupil, a teacher with information about the illegal sale of cigarettes at a local newsagents, the school keeper finding used syringes in the playground, a member of the public phoning the school to say they have seen pupils smoking in Camden.

### **School responses to drug-related incidents**

In all drug-related incidents the following principles will apply:

- The head teacher and deputy will be informed immediately;
- All situations will be carefully considered before deciding on the response
- The needs of the student will always come first, whilst also taking account of the needs of the school as a whole
- Parents/carers will be involved at an early stage and throughout any investigation
- Support agencies, including the police will be involved as appropriate and in keeping with legal requirements
- A range of responses will be considered including disciplinary and counselling/supportive responses.
- If at all possible, permanent exclusion will be the final resort
- Any action taken will be in line with the school's behaviour policy.
- Decisions about the response will depend on the severity of the situation, whether the offence is one of a series or a first time and whether the person involved is putting themselves and others at risk. The Headteacher, in consultation with key staff will decide whether a disciplinary and/or counselling action should take place.
- Incidents will be reported to the Chair of Governors

## **Procedures for managing incidents**

### **Reporting a drug-related incident**

All drug-related incidents are reported to the Headteacher

Although there is no legal obligation to report an incident involving drugs to the police, we will inform Police immediately of any incident involving a suspected illegal drug. Incidents involving legal drugs will remain school matters, although we will contact Trading Standards or the Police about the sale of tobacco, alcohol and solvents to under age students, from local shops.

### **Recording the drug-related incident**

All drug-related incidents are recorded using an incident form. The form is given to the Headteacher and kept confidential in the school office.

In all drug-related incidents, the Headteacher, in consultation with key staff, will decide on the responses, including the use of sanctions and/or counselling and support.

It is very rare for primary-age pupils to misuse drugs in school, however, we believe it is important to be prepared should such an incident occur.

### **Medical emergencies when a pupil is unconscious as a result of drug use**

Qualified First Aid staff should be called immediately. The pupil will be placed in the recovery position and an ambulance called immediately. Parents/carers will be informed and called to the school.

### **Intoxication, when a pupil is under the influence of a drug**

The pupil will be removed to a quiet room and not left alone. The first-aider and Headteacher called. The pupil will be helped to calm down and medical assistance sought immediately. Parents/carers will be informed and called to the school.

### **Discovery/observation**

When a person is discovered using, supplying or holding a substance that is not permitted on school premises and which is described in this policy.

Substance will be confiscated and the pupil and substance taken to the Headteacher. Parent/carer will be informed and called to the school.

If the substance is legal (but unauthorised in school) it will be handed to the parent/carer.

If the substance is illegal (or suspected to be illegal) it will be stored securely and the Police called immediately to dispose of the substance. The parent/carer will be informed and called to the school. The pupil(s) involved will be internally excluded whilst investigations are carried out.

### *Searches*

If a member of staff has reasonable grounds for suspecting that a pupil is carrying illegal drugs on them or in their personal property, they will ask the pupil to voluntarily produce the substance, in the presence of two members of staff. In circumstances where a pupil refuses to do this the member of staff will discuss with the Headteacher who may decide to carry out a search in the presence of another member of staff. The law changed in September 2010 to widen the powers of staff in schools to search pupils for prohibited items including controlled drugs. The Headteacher is the only person authorised to carry out a search, unless they are not the same sex as the pupil and then the Headteacher will authorise a senior member of staff. The search will take place in school or where staff have lawful control of pupils.

Alcohol and drugs which are seized may be disposed of or handed to the police. Parents/carers will be informed if this happens.

Teachers can search pupils' bags and in circumstances where a member of staff believes drugs have been stored there, they will seek the pupils' consent and search with a senior member of staff present. If consent is refused the decision to search will be taken by the Headteacher.

### *Dealing with drug-taking materials*

School site staff make regular checks of the school grounds and know how to deal with drug-taking materials, including needles, in line with health and safety advice.

Pupils are taught what to do if they come across needles on the school premises and know not to touch needles and to inform a member of staff immediately.

### **Disclosure**

When a pupil discloses to a member of staff that he/she has been using drugs, or is concerned about someone else's drug use.

In these situations, staff will be non-judgemental and caring and will show concern for the pupil. Pupils know that teachers cannot promise total confidentiality. The Headteacher or Deputy should be informed as soon as possible so that appropriate support can be found.

### **Suspicion/rumour**

Staff should not assume use of drugs on the basis of rumours or behaviour alone. However, if there is a suspicion, evidence will be collected over a period of time before a decision is made to question the pupil(s) involved.

### **Intoxicated parents/carers**

The school's drugs policy applies to all people who are on the school premises and we expect that parents/carers will adhere to these rules. If a parent/carer comes to school and appears to be under the influence of drugs or alcohol, they will be asked to leave. If they have come to collect their child, we will sensitively offer to phone for someone else to come and collect the child. If we are concerned that the child is at risk then we will follow the Child Protection procedures.

### **Needs of pupils**

We are sensitive to the needs of students whose parent/carers or family members have problems with drugs. Where problems are observed or suspected or a pupil discloses problems, we will assess the pupils' welfare and support needs and if needed, involve external support for the child and, where appropriate, for the family.

### **Confidentiality**

Pupils need to be able to talk in confidence to staff without fear of being judged or told off. The welfare of children will be central to our policy and practice. However, teachers cannot promise total confidentiality in order to seek specialist help if needed. This is made clear to pupils through the PSHE and Citizenship programme. Information about a pupil in relation to drugs will follow the same procedure as for other sensitive information. If teachers have any concerns about the welfare of children, they must inform the Headteacher.

### **Working with parents/carers**

Parents/carers will be informed immediately if their child has been involved in a drug-related incident. However there may be some exceptional situations where involving the parents may put the young person at risk of abuse and in these exceptional cases, the school will exercise some caution. The decision will be taken by the Headteacher, the designated child protection officer, with the child's welfare a priority.

Parents/carers will be informed immediately if their child has been involved in a drug-related incidents. However there may be some exceptional situations where involving the parents may put the child at risk and in these cases, the school will exercise some caution. The decision will be taken by the Headteacher in liaison with the designated child protection officer with the child's welfare a priority.

### **Police involvement**

In most cases, a drug-related incident will be a school, rather than a police matter. However the school will contact the police immediately if an illegal (or suspected illegal) drug has been found on the school premises, on a pupil or illegal drug dealing is taking place. We will only call 999 in an emergency.

### **Policy Review**

This policy will be reviewed every three years to ensure it is a reflection of current best practice and in line with local and national guidance and legislation.

If an incident should occur, the policy will be reviewed in the light of that incident.