

Drugs and Substances Policy



Wistaston Academy
Primary and Nursery School
Together We Learn • Together We Achieve

Policy Author	Linda Davis, Principal
Responsible Governor's Committee	Standards
Date discussed at SLT Meeting	Spring 2014
Date discussed at Staff Consultation Committee	N/A
Date discussed at Staff Meeting	Spring 2014
Date established and approved by Governors	Spring 2014
Frequency of Review	Review in the light of changes to legislation or operating experience
Website	No

Definition

What do we mean by a drug?

A drug is any substance taken into the body, which alters the way, the body functions emotionally, physically or mentally. This includes tobacco, alcohol, solvents, prescribed and over the counter medicines as well as illicit substances.

This Policy has been agreed by the Staff and Governors of the school and forms part of the Policy of the school and reflects the overall aims of the school. Parents have access to this policy on request. It will be monitored and reviewed in line with our PSHE Policy.

Aims

It is our aim that all children in school, their carers and school staff should gain appropriate knowledge and understanding of the effects of substance abuse through the delivery of a programme of drugs education.

Objectives

To achieve this aim:

1. We will teach the true facts about alcohol, drugs and solvent abuse at an appropriate level (outlined in the PSHE Scheme of Work).
2. The Head Teacher is the designated person to deal with drugs related issues within the school.
3. Parents will be informed of the aspects of drug education that will be taught to their children for the academic year through the curriculum guides set out on the school website.
4. When possible, staff, parents and carers will be given the opportunity to meet with outside professionals that assist us with the delivery of our education programme
5. Alcohol and tobacco misuse and their consequences will feature as part of the school's Health Education programme, which includes explaining the dangers of putting any unknown substance in their mouths and ingesting. Pupils will also be taught about some people's need for medication and that prescribed medicines are safe as long as they are only taken by the person they are prescribed for.

The Management of Drugs Related Incidents:

Today's children are under increased influences and pressures and their knowledge of drugs in society have been accelerated by constant media coverage. Although we feel that drug related incidents are likely to be rare, we do realise the importance of having a policy that outlines the management of such incidents should they occur. All adults within the school need to be aware of how to deal with such situations and their effect on the pupil, family school and themselves. The overall welfare of the children involved and their parents will be kept in mind at all times.

1. Suspicion/hearsay:

Any hearsay/rumour about pupil drug use will be carefully evaluated in the light of the school's own knowledge about the pupil and sensitively investigated before any action is taken.

If staff believe the rumour unfounded steps will be taken to challenge the rumour and its effects, e.g.:

- ☒ challenging the behaviour that might of led to the rumour
- ☒ challenging the source of the rumour

If the rumour is found to be true the Head Teacher will follow steps 3 and 4 outlined below.

2. Possession

If a child is found with or suspected of possessing a harmful substance it will be removed by the member of staff who discovered it. Ideally, another adult should witness this transfer. This is to ensure that there is no accusation of a member of staff being in possession of the substance rather than the child.

The situation will be investigated promptly and thoroughly and a written record made.

3. Consultation

The Head Teacher will be informed immediately and the child will be taken to the Head's office. The Head will then explain the seriousness of the incident to the child before informing the parents, who will be asked to come to the school.

The Police will be called if the substance is believed to be an illegal one.

4. Contacting Parents

Parents will always be informed when a case of substance misuse has been positively identified. A three-way discussion will occur between all parties to ascertain the best way forward. This may include the involvement of outside agencies and the Police, especially in the case of drugs and solvents.

5. First Aid

Pupils deemed to need first aid at the time of the incident will be assessed by a qualified member of the office staff, who will decide if any further assistance is required.

5. Recording Incidents

All drug related incidents will be recorded and kept in the confidential electronic system.

6. Disposal of Substances

Unprescribed drugs and solvents will be disposed of in the manner advised by the Police.

7. Disclosure About Substance Abuse

The Head will follow up and deal with any information about substance abuse that is disclosed by a pupil.

Drug/substance abusing parents

The school recognises that some of its pupils may have a parent whose drug use (legal or illegal) may be problematic. The pupil's welfare in this case is paramount and any information disclosed about substance abuse, within a pupil's home environment or local area, would be followed up by the Head Teacher. It may be deemed necessary to inform Social Services and/or the Police. The school will act within the legal limits that it can, to support the pupil in a variety of ways, practically and emotionally.

8. Background Issues

Health and Safety

The public can gain access to the site, so it is feasible that evidence of drugs misuse may be found on site. The Caretaker and /or staff supervising playtimes check the playground and grassy area to ensure they are safe for the children. When handling any substances that are believed to be harmful or drugs related, no direct contact should be made. Syringes should be placed in a heavy plastic container until advice can be sought about their safe disposal.

Drugs and Alcohol in School

Use of Alcohol in School

There may be occasions when the school may consider it appropriate to sanction the use of alcohol on the premises, i.e. an adult social function. On such occasions the following guidelines should be followed:

- ☒ the alcohol should be stored in a safe and secure location
- ☒ Staff members do not take alcohol on site during the school's opening times or when they are off site leading Field Trips.

Tobacco

The school is a designated non-smoking area although there are odd occasions when teachers might be demonstrating the effects of smoking using apparatus.

Medication in school

Prescribed drugs will only be administered for the benefit of a child's long-term health, i.e. asthma sufferers will be supervised in the taking of their daily inhaler. Pupils inhalers will be kept in school and taken into the Hall or on to the field for P.E., as well as to the swimming pool and on school trips. Parents sign a consent form to allow administration of medication. Inhalers are kept in classrooms in a secure place. Medications, where consent has been given, are kept in a secure fridge.

Parents are encouraged to administer any antibiotic or paracetamol syrups themselves if they are required to be taken during school hours. In extreme circumstances and by prior arrangement with Office Staff, we will store an antibiotic syrup in the Staff refrigerator and administer it. It must be in a named plastic bag and the dosage must be clear. (For further information see Medical Policy)

Monitoring and Review

This Policy will be monitored and reviewed as part of the Monitoring Cycle or when changes need to be made.