

KEYWORTH PRIMARY SCHOOL

DRUG EDUCATION POLICY

This policy has been developed through a consultation process which included representatives of the Governing Body, school staff, parents and pupils, the police and health authority. Assistance was given by the coordinator of the Lambeth, Southwark and Lewisham Healthier School Partnership.

DEFINITION

For the purpose of this policy, “drugs” are to be understood as including legal drugs-alcohol, tobacco, caffeine, solvents etc, prescribed and non-prescribed medicines and illegal drugs. While all medicines are drugs, not all drugs are medicines. “Drug misuse” is defined as the non-medical use of drugs that have no accepted medical purpose (DfE circular 4/95).

LEGAL REQUIREMENTS

The National Curriculum Science Order requires that all 7-11 year olds “should be taught that tobacco, alcohol and other drugs can have harmful effects”.

AIMS AND OBJECTIVES

We aim to equip children with the knowledge, understanding and skills that enable them to make the sort of choices that lead to a healthy lifestyle. Our drugs education programme has the primary objective of helping children to become more confident and responsible young people. We teach children about the dangers to health posed by drug-taking, and we aim to equip them with the social skills that enable them to make informed moral and social decisions in relation to drugs in society.

The objectives of our drugs education programme are:

- to enable children to discuss moral questions related to drug taking, and so provide a safe environment for young people to share their thoughts and ideas;
- to help children to become more self-confident so that they are able to make sensible and informed decisions about their lives;
- to let children know what they should do if they come across drugs, or are aware of other people misusing drugs;
- to help children respect their own bodies and, in so doing, reduce the likelihood that they will be persuaded to become involved in drug abuse;
- to ensure that children are taught in a consistent manner, following guidelines that have been agreed by parents, governors and staff.

By the end of KS1 pupils should have been taught about the role of drugs as medicines. They should also know that all household products, including medicines, can be harmful if not used properly.

By the end of KS2 pupils should be aware of the effects on the body of tobacco, alcohol and other drugs, and how these relate to personal health. They should also be taught

which commonly available substances and drugs are legal and illegal, their effects and risks.

CONTENT AND CURRICULUM

We regard drugs education as a whole-school issue, and we believe that opportunities to teach about the importance of living a healthy lifestyle occur throughout the curriculum. Drug education is taught in all year groups. Different aspects and skills are taught each year, allowing children to build on their knowledge and understanding. It is taught through PSHE, Science, English, ICT and P.E, for example.

In developing the children's knowledge, skills and understanding in drug education, we emphasise the following methods because:

- it is very important when teaching a 'sensitive issue' such as drug education, to establish what the children already know through:
- creating and maintaining an environment suitable for discussion and reflection;
- using children's literature as a way of approaching issues relating to drug education;
- involving the use of drama and role-play to teach self-awareness, confidence and appropriate responses to peer pressure;
- using external agencies to provide expert knowledge;
- using theatre groups within the planned curriculum;
- using a draw and write technique.

RESOURCES

Drug Education resources are shared between each year group. Further resources are to be found in areas identified in the Resource List. Other relevant material may be found in the Science resources area.

FIRST AIDERS

There are many trained first aiders within the school. The list of those qualified is to be found displayed in the medical room and within each first aid box. Refer to First Aid Policy.

DRUGS IN SCHOOL

Special Medical Needs

We are a resource based school for pupils who are physically disabled and have complex medical needs. Each of these Special Needs pupils will have a specific medical action plan which has been drawn up by the School Nurse consulting parents and the school and the school staff. The medical action plan is to be made known and available to all school staff involved in supporting each individual SEN pupil. It will detail the drugs or medicine administered to each pupil regularly in school and out side. It will also detail procedures to follow in case of an emergency. The plan is located in the main school office.

Medication should be taken before and after school. The Headteacher may authorize prescribed medication to be taken during school hours. The medicine must be handed in to the school office by the parent/guardian. All details of medicines administered in school are recorded in the medicine book kept in the main office. Only qualified first aiders can administer prescribed medication. Adults working in the school who require medication should keep it in a safe place.

School Journeys

A teacher is identified as being responsible for supervising prescribed medications or travel sickness pills. All medicines should be labelled and handed to the designated teacher.

School Trips

Children should be reminded to take their inhalers.

Smoking

The school is a total no smoking area.

Alcohol

Any alcohol on the school premises can only be authorized by the Headteacher in specific circumstances directed during working hours.

Workplace Health

Staff under the influence of alcohol and other substances should be referred to the Headteacher who will suspend them immediately. Professional advice and support will be offered.

Hazardous Substances

Hazardous substances should be kept in a locked metal cupboard during school hours. Refer to Health & Safety Policy.

RESPONSIBILITIES OF STAFF AND GOVERNORS

The ultimate responsibility for all school safety rests with the head teacher. The Governing Body has the responsibility of agreeing and supporting any policies and guidelines. Staff should refer to the Health and Safety Policy with regard to responsibilities and duties concerned with safety.

STAFF TRAINING

Keyworth Primary School is part of the Healthier Schools Partnership which supports the training needs of the teaching staff. The PSHE coordinator is responsible for liaising with staff to assess their needs and organising appropriate training.

EQUAL OPPORTUNITIES

In drug education we will ensure equal access to all pupils regardless of ability, gender and race.

MONITORING AND EVALUATION

Ongoing teacher assessment is largely formative. Assessment can be a combination of observation, discussion, record of work and self-assessment by the child. The PSHE coordinator will periodically ask the staff for comments on the effectiveness of the resources and will monitor lessons and plans. The curriculum committee of the Governing Body will review the policy regularly. They will report their findings and recommendations to the full Governing Body as necessary if the policy appears to need modification. The PSHE coordinator will report to the GB from time to time, as required. The curriculum committee takes into serious consideration any representation from parents/carers about the drugs programme, and comments will be recorded.

EXTERNAL AGENCY AND SUPPORT

External agencies can provide expert knowledge and advise. Teachers need to make sure that the visitor(s);

- understand what areas are to be covered
- plans a session that fits in with the school's ethos and aims
- is aware of sensitive issues e.g. children whose parents have alcohol or drug-related problems.
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Pupils also need to be adequately prepared for the visitor and know what information they will be given. Teachers need to follow up the visit so that it is not seen in isolation.

INCIDENT MANAGEMENT

1. Handling the Incident

- Medical emergencies should be dealt with first by phoning 999 where necessary.
- Keep calm. Isolate the incident e.g. remove pupil from class, public areas etc. Send for staff assistance to act as witness. Note any other witnesses involved in the incident.
- Establish the facts as far as possible. Do not rely on allegations or make assumptions about the nature of any substance found. The Headteacher will arrange for analysis if deemed necessary.
Interview all involved independently from one another.
- Where the pupil is believed, or known, to be in possession of legal/illegal drugs, confiscate these with the co-operation of the pupil and retain as evidence. The law permits schools to temporarily hold all substances until they are destroyed by the school or handed in to the authorities.
- These substances should be sealed in an envelope which is dated, signed, countersigned by a witness and then kept in a secure place. Staff may demand and search coats, school bags lockers etc.
- Remind the pupil of the school rules. Where they refuse to co-operate, explain that the police may have to be called and the likely consequences of this for themselves.

- Never leave the pupil unattended or unobserved.
- Keep a record of the incident. This is a confidential record for the school only.
- Only in situations where a pupil is unconscious should a member of staff carry out a search of the pupil's person.

2. Making a Decision

- Allow time and space to consider the seriousness of the situation.
Is the drug involved legal or illegal? Is the pupil co-operative or not? Are others involved? Notify parents/carers.
Focus on the young person rather than the substance. Any decision should take into account what is best for the pupil, what is best for the school and lastly what is the legal position for all involved?
- You may need to seek advice from professionals to inform the decision e.g. the LEA or another appropriate agency.

3. Responding to the Incident

- Each incident should be considered on its own merit and a variety of responses will be necessary.
- An incident sheet must be filled in each time.

DRUG RELATED INCIDENT SHEET

PUPIL'S NAME:

CLASS:

TEACHER:

INCIDENT:

Time –

Date –

Location –

Drug involved –

EVIDENCE : Kept Destroyed

BY WHOM:

WITNESSED BY:

OTHERS INVOLVED (CHILDREN):

PUPIL'S (S') BELONGINGS SEARCHED: Yes No

BY WHOM:

SCHOOL RESPONSE

STEP 1: Immediate response

EMERGENCY: Yes No

CARERS/PARENTS NOTIFIED: Yes No

OTHERS NOTIFIED:

STEP 2: Making a decision

PUPIL'S AGE:

BEHAVIOUR IN SCHOOL:

TYPE OF DRUG: Legal Illegal

FIRST OCCAISION: Yes No

FURTHER ACTION: Counselling Treatment Referral

STEP 3: Action to be taken

This policy helps to ensure that this school promotes the individuality of all our pupils, irrespective of ethnicity, attainment, age, disability, gender or background.

Please refer to our Racial Equality Policy.

Signed:

Date:

This policy helps to ensure that this school promotes the individuality of all our pupils, irrespective of ethnicity, attainment, age, disability, gender or background.

Please refer to our Racial Equality Policy.

Sarah Beard

Executive Headteacher

19/7/18

A rectangular box containing a handwritten signature in black ink. The signature is written in a cursive style and appears to read 'S Beard'.