

# Downs Way School Alcohol and Drugs Policy

What do we mean by a drug?

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

This policy forms part of the PSHE policy of the school and reflects the overall aims of the school.

This policy has used guidelines issued by Surrey County Council and in service training materials.

It will be distributed to all teaching and support staff, as well as governors. Parents have access to copies of all school policies within the school.

## **Drugs Policy Statement**

### **Aim:**

Our children, their carers and school staff should have appropriated knowledge and understanding of the effects of substance abuse through the delivery of a programme of drugs education.

How will we do this?

- We will teach the true facts about drugs, alcohol and solvent abuse at an appropriate level.
- Drugs related issues will have designated persons with responsibility for these issues i.e. Head teacher and PSHE coordinators.
- From time to time, outside agencies such as the Life Bus, will visit the children, parents and staff to help with the delivery of our drugs education programme.
- 'Developing a healthy, safer lifestyle', as a programme of study, will feature the consequences of drug, alcohol and tobacco misuse at an appropriate level to the child's development.

## **The Management of Drugs Related Incidents**

This section has been written to help deal with a drugs related incident in a way that is balanced and professional and able to reflect the needs of the pupil and school. Awareness of drugs in society and their effects on young people of today has indeed been accelerated by media coverage, yet for many teachers the possibility of dealing with a drugs related incident is not uppermost in their minds at the start of a school day. However all adults including teachers, supports staff and governors need to be aware of how to deal with such a situation and the implications for the pupil, family, school and themselves. The overall welfare of the children involved and their parents will be kept in the mind at all times.

### **1. Possession**

In the case of a child suspected of possessing harmful substances, the member of staff who discovers the incident, will remove the substance from the pupil. Ideally this transfer will be witnessed by another adult as a defence against any suggestion that the substance is for use of the member of staff.

### **2. Consultation**

The member of staff, who will also bring the child to the Head teacher's office, will inform the Head teacher immediately.

The Head teacher will then take action that is in the interest of the child concerned and the whole school community.

The child will be told that the situation is serious and that the parents and the police will be informed and asked to attend the school.

### **3. Contacting parents**

Parents will be informed when a case of substance misuse is positively identified. A three way meeting will occur between the child, parents, and Head teacher, to ascertain a way forward. This may include the involvement of outside agencies for support and guidance. In the case of drugs, alcohol, solvents and tobacco, police involvement may be required.

### **4. First aid**

Pupils deemed to be requiring first aid, will be assessed on site by a qualified member of the office staff, who will decide on further assistance if necessary.

### **5. Recording Incidents**

All drug related incidents will be recorded and kept in the confidential filing system, which we have, in school.

### **6. Disposal of substances**

Substances will be disposed of in the manner required depending on the involvement of the outside agencies such as the police.

### **7. Disclosure of substance abuse**

Pupils disclosing about substance abuse with the school will be followed up and dealt with by the designated persons.

Pupils disclosing about substance abuse in their own homes or local area will be followed up and dealt with by the designated persons.

Outside agencies will be involved as and when is defined as necessary. A list of names and addresses of the support agencies is held by the designated persons.

## **8. Background issues**

### **Health and Safety:**

School sites are often open to the public; the paraphernalia of drug misuse might be found on the playground or elsewhere on the school site from time to time.

The caretaker will check areas of the school where children have access on a daily basis. When handling substances believed to be harmful, we should ensure that they do not come in direct contact with the skin. Discarded syringes should be placed in a 'Sharps Bin' but an empty, heavy plastic 'fabric conditioner' bottle can be used in an emergency.

### **Drugs in school**

**Use of alcohol:** there are many occasions when the school will consider it appropriate to sanction the use of alcohol on the premises. Examples are a staff social or function or parent teacher social function.

The parameters for the use of alcohol on these occasions are:

1. The alcohol will be stored in a safe and secure location.
2. The governing body will approve functions where alcohol will be served.

### **Tobacco:**

The school is a designated non-smoking area.

### **Solvents:**

The school recognises that many ordinary substances lend themselves to misuse and therefore need to be carefully stored and managed.

### **Medication in school:**

Prescribed drugs will be administered for the benefit of the child's health. The giving of other medicines will be on prescription with clear written instructions from parents.

### **Next review of this policy:**

This policy is to be reviewed in the light of any incident that may occur related to drugs, alcohol, solvents or any other findings arising from educational research.

Reviewed June 2013

Review Summer Term 2016

## Resources in school

### To be found on PHSE shelf in hall cupboard

- Drug and alcohol education guidelines
- Developing an alcohol and drugs policy on schools
- Drugs guidance for schools
- Drug, alcohol and tobacco education
- Alcohol education resource directory
- Health for life - N Wetton & T Williams
- Building self-esteem-growing up safely