



## Drug and Alcohol Policy



*At Two Mile Ash school high expectations of learning, behaviour and respect for each other underpin everything we do. Our teachers strive to create independent, articulate thinkers and learners who have the confidence to achieve their ambitions. This drives us in our pursuit for excellence every day.*

## **Introduction**

This policy should be seen as one of a triumvirate of policies within this school including Health and Safety and RSHE policies.

## **Context of the policy**

Although at this school there has been no experience of substance or drug misuse, the staff and Governors recognise that pupils may be exposed to risks in the drug-using society in which they are growing up. In 1994 the Government published a white paper "Tackling Drugs Together". This policy is our contribution to the national initiative, which this white paper began, involving police, health and educational services.

## **Formation of the Policy**

In formulating the policy, a variety of issues were considered, including:

- RSHE curriculum throughout the school
- Science education (that part related to drugs, medicines and body functions)
- LEA initiatives and directive
- Police initiatives
- The local situation
- Involvement of local community

## **The school viewpoint**

A drug is any substance which affects the way in which the body functions either physically, emotionally or mentally. It includes legally available substances such as alcohol, tobacco, caffeine and solvents; over-the-counter and prescribed medicines and illegal drugs.

- The school neither condones the misuse of drugs and alcohol by members of the school, nor the illegal supply of those substances.
- The school is committed to the health and safety of its members and will make every effort to safeguard their well-being.
- The school acknowledges the importance of its pastoral role in the welfare of young people and, through the general ethos of the school, will seek to support all pupils.

## **Aims**

Our primary aim is to keep our pupils safe. We aim to provide them with a secure environment in which to work and play and to enable them to make healthy and informed choices by increasing their knowledge and helping them to develop and practice skills. We also aim that all our children, parents, carers and school staff to gain appropriate knowledge and understanding of the effects of substance abuse through the delivery of an effective programme of drugs and alcohol abused education. All incidents will be dealt with under Safeguarding guidelines in line with our Safeguarding and Child Protection and RSHE Policy.

## **Objectives**

- To provide opportunities for pupils to acquire knowledge and understanding about the danger of drug misuse.
- To provide opportunities for pupils to be equipped with the knowledge, attitudes and skills they need to avoid the misuse of drugs.
- To minimize the number of young people who engage in drug misuse.
- To increase knowledge of social and personal issues relating to drugs in line with the National Curriculum and our creative curriculum.
- To enhance young people's decision-making skills more generally, using drug education as a vehicle.
- To enhance later parenting skills in relation to prevention of drug misuse when pupils reach adulthood.

## **Context**

- Drug education should be provided in the broader context of the teaching of health and personal and social education as part of a pupil's life skills and preparation for adulthood.
- It should aim to involve parents and encourage them to take an interest.
- It should be delivered in the context of the school as part of the community.
- It should provide factual and accurate information backed up with consistent advice.
- It should aim to teach pupils the necessary social and personal skills, as described above.

## **Content Methods and Organisation**

- It should be delivered in a clear and honest manner that informs without encouraging drug misuse.
- It should encourage active pupil participation backed up with adequate teacher supervision.
- It should be provided to pupils at regular intervals throughout the school career so as to maximize its effectiveness.
- It should be provided by teachers and other professionals with specific training in the requirements of drug education and issues relating to drug misuse.
- It should be evaluated.
- It should be backed up with access to advice or help for pupils with problems or concerns.

These objectives are fulfilled through aspects of the pupils' experiences in the taught curriculum and the informal curriculum. Through the curriculum, this is taught mainly through PSHE and science, but other opportunities to reinforce learning will occur in other parts of the curriculum.

The school actively co-operates with the local authority and health and drug agencies to deliver its commitment to drugs education.

## **Confidentiality**

Teachers cannot, and should not promise, total confidentiality. The boundaries of confidentiality should be made clear. If a pupil discloses information which is sensitive or not generally known, and which the pupil asks not to be passed on, it should be discussed with one of the designated safe guarding team. It is essential for teachers to fulfill their professional responsibilities in relation to:

- Child protection
- Co-operating with a police investigation
- Referral to external services.
- Every effort will be made to secure the pupil's agreement to the way in which the school intends to use any sensitive information.

It may be necessary to involve local child protection procedures if a pupil's safety is under threat.

## **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. Next, steps will be taken to challenge the rumour and its effects, e.g. challenging the behaviour that might have led to the rumour and 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 pupil. The situation will be investigated promptly and thoroughly and a written record made.

### **3. Consultation**

The Head Teacher will be informed immediately and the pupil will be taken to the Head's office. The Head will then explain the seriousness of the incident to the pupil 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 our qualified member of 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 filing 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. 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 the Multi Agency Referral Hub (MASH) 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**

The public could gain access to the site, so it is feasible that evidence of drugs misuse may be found on site. The Site Manager 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
- the Governing Body should approve functions where alcohol is served

Staff members do not take alcohol on site during the school's opening times or when they are off site leading day visits or residential.

#### **Tobacco**

The school is a designated non-smoking area.

#### **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. Emergency 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. These and other medication are kept in a sealed, named box with a photograph of the child and a medical plan drawn up with the school, parents and School Nurse.

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.

### **Monitoring and Review**

This Policy will be monitored and reviewed as part of the yearly Monitoring Programme and the ongoing programme of Curriculum Review detailed within the School Development Plan, unless Local or Government initiatives require it to be done sooner. Governors will work alongside, to ensure the policy is being followed to successfully deliver the planned outcomes.

### **Safeguarding**

At Two Mile Ash School, safeguarding and child protection is paramount and we are fully committed to ensuring the welfare and safety of all our children. We believe that students have a right to learn in a supportive, caring and safe environment which includes the right to protection from all types of abuse; where staff are vigilant for signs of any student in distress and are confident about applying the processes to avert and alleviate any such problems. If any behaviour is a concern in relation to safeguarding TMA procedures and processes will be followed at all times in accordance with the Safeguarding and Child Protection Policy. Any concerns will be referred to the Senior Designated Safeguarding Lead, Hayley Donohue or Lucy Eldridge, Sophie Haycock, Heather Cormack and Michelle Dixon our Deputy Designated Safeguarding Leads.

Our Safeguarding Governor is Nikki Williams.

Please read in conjunction with the Safeguarding and Child Protection, Medical Needs, Health and Safety and the RHSE policies.

**Version:**

V1 – Tuesday 1<sup>st</sup> September 2020

**Approval:**

This policy was ratified by Two Mile Ash Governing Body.

**Next Review on or before:**

**September 2021**

This policy will be reviewed annually by the Two Mile Ash Strategic Leadership Team and approved by the Governing Body at least on an annual basis (although amendments prior to this may occur to reflect the key changes and proposals within curriculum currently occurring)