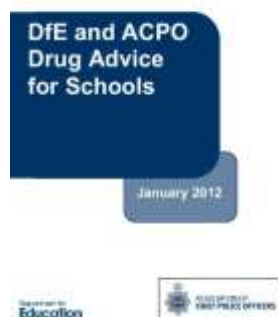




Drug and Substance Abuse Policy

This document has been written with direct reference to

“Drugs: Guidance to Schools” January 2012



- Governors are kept informed of pertinent legislation changes and ISI updates through the Curriculum sub-Committee reports.
- Staff are kept informed of pertinent legislation changes and ISI updates during weekly briefing.

Version Control	
Governor Co-ordination:	Curriculum Committee
Approved by Governors:	Autumn 2014
Review Cycle:	Tri - Annual
Next Review Date:	Autumn 2017
Last Amended:	Autumn 2014
Latest ISI Update Check:	April 2016
See also Behaviour and Discipline; Health, Safety and Welfare; Medicines, PSHE and Citizenship Policies	



Runnymede St Edward's School: Mission Statement

'Inspire, Challenge, Support through Faith'

Children's Mission:

Into your hands Lord, we put each day
all that we do and all that we say

Child Protection Statement:

Runnymede St Edward's School is committed to safeguarding children and promoting children's welfare and expects all staff, governors, volunteers and visitors to share this commitment and maintain a vigilant and safe environment. Everyone has a responsibility to act without delay to protect children by reporting anything that might suggest a child is being abused or neglected. It is our willingness to work safely and challenge inappropriate behaviours that underpins this commitment. The school seeks to work in partnership with families and other agencies to improve the outcomes for children who are vulnerable or in need.

Runnymede St Edward's School follows guidelines laid down by the **Liverpool Safeguarding Children Board** (LSCB: www.liverpoolscb.org 2015) and **Keeping Children Safe in Education** (www.gov.uk 2015)

School Aims:

Faith

To encourage and foster the spiritual growth of all and to make prayer an integral and enjoyable experience in our daily life.

Individual Opportunities for Learning and Growth

To provide experiences that broaden, enrich and extend the skills, talents and values of each member of the school community. We are an inclusive school and pupils with additional needs or for whom English is an additional Language are fully supported to enable them to achieve their potential.

Relationships

To provide a safe, caring and welcoming environment within which all are treated with respect, courtesy and kindness. Runnymede St Edward's School upholds British values and encourages respect for all.

School and Wider Community

To foster a spirit of co-operation and friendship between home, school and the wider community.

Runnymede St Edward's School is built on the tradition of our founders, the Congregation of Christian Brothers. Based on their vision, Runnymede is a place in which individuals can develop fully, contributing as happy and caring members of a school community. Children's unique talents are valued, and they learn to live as well-mannered, self-disciplined and confident individuals.

For a detailed School Mission Statement please refer to the Mission Statement page of our website



Runnymede St Edward's School considers that within the realms of drug abuse it should also include **substance abuse** because the age of the pupils that it educates (4 – 13 years) are more likely to be at risk from eating or drinking a broad range of dangerous substances than specifically drugs, nicotine or alcohol.

1 Introduction

- 1.1 In 2004 the DfES updated its guidance to schools about (drugs) substance abuse. This policy reflects that guidance and advice in the Healthy Schools Programme, guidance from the LEA, and guidance from the local Drug Action team.

2 Aims

2.1 The aims of this policy are to:

- clarify the school's approach to substance abuse, for staff, pupils, governors, parents or carers, and to clarify the legal requirements and responsibilities;
- give guidance to staff on the school's substance abuse education programme;
- safeguard the health and safety of pupils and staff in our school;
- Enable staff to manage substance abuse related incidents properly.

3 Terminology

3.1 The term 'substances' is used throughout this policy to refer to *all* drugs:

- all *illegal* drugs (those controlled by the Misuse of Drugs Act, 1971);
- all *legal* drugs, including alcohol and tobacco, and also volatile substances (those giving off a gas or vapour which can be inhaled);
- all medicines, whether over-the-counter or on prescription.
- all substances dangerous to health e.g. cleaning fluids

4 Runnymede St Edward's School statement

4.1 Runnymede St Edward's School believes that the presence of unauthorised drugs and substances in our school is not acceptable.

4.2 We want our school to be a safe place for us all to work, and the presence of unauthorised drugs and uncontrolled substances represents a threat to our health and safety.

5 Responsibilities

5.1 The Headteacher will:

- ensure that staff and parents are informed about this policy;
- ensure that the policy is implemented effectively;
- manage any substance abuse -related incidents;
- ensure that staff are given sufficient training, so that they can teach effectively about drugs and substance abuse, and handle any difficult issues with sensitivity;
- liaise with external agencies regarding the school drugs education programme;



- monitor the policy on a day-to-day basis, and report to governors, when requested, on the effectiveness of the policy.

5.2 The governing body will:

- designate a governor with specific responsibility for drugs education; (see 11.1)
- establish general guidelines on drugs education;
- support the Headteacher in following these guidelines;
- inform parents about the drugs education policy;
- liaise with the LEA and health organisations, so that the school's policy is in line with the best advice available;
- support the Headteacher in any case conferences, or in appeals against exclusions.

6 Objectives of Drugs Education

6.1 Drugs education should enable pupils to develop their knowledge, attitudes and understanding about drugs and substances, and to appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions. It should:

- build on knowledge and understanding;
- provide accurate information, and clear up misunderstandings;
- explore attitudes and values, and examine the risks and consequences of actions relating to drugs and substance abuse;
- develop pupils' interpersonal skills, their understanding of rules and laws, and their self-awareness and self-esteem;
- ensure that all pupils are taught about drugs and substance abuse in an agreed manner.

7 Drugs Education

7.1 We regard drugs & substance abuse education as a whole-school issue, and we believe that opportunities to teach about the importance of a healthy lifestyle occur naturally throughout the curriculum, but especially in Science, PSHE and citizenship, RE and PE.

7.2 Teaching about drugs and substance abuse begins in Key Stage 1, where pupils are taught about seeing the doctor, visiting the chemist, and the importance of medicines and their safe handling.

7.3 In Key Stage 2 pupils learn that alcohol is the most widely used drug, and that its dangers can be overlooked. We ensure that our pupils are aware of the risks associated with drinking. We teach pupils that smoking is a minority habit, and encourage them to consider its effects and risks. We also teach pupils about the dangers of volatile substance abuse, because of the high risk of accidental death, especially for first-time and occasional abusers.

7.4 We acknowledge that by the time pupils are in Year 6, some of them may possibly have had some experiences with drugs and substance abuse, so we teach pupils to handle risky situations, before they actually meet them.

7.5 We recognise that learning is most effective when it addresses the development of knowledge, attitudes and skills together and when teaching and learning are participative and active. We use a variety of teaching styles that are characterised by active learning. We find out what the pupils know already, we pose challenging dilemmas, and we encourage the pupils to discuss choices. Wherever possible the information we give is visually reinforced. We use drama, role-play and ICT to demonstrate various strategies and scenarios. We seek to engage our pupils



fully. We give them the opportunity to talk to groups or to the whole class. We encourage them to listen to the views of others, and we ask them to explore why drugs are such a problem for society.

- 7.6** We teach all pupils about drugs and substance abuse, whatever their attainment levels, and however diverse their requirements. We recognise that pupils with special educational needs are more vulnerable, that different communities have different attitudes towards drug abuse, and that some pupils may live with or come in contact with drug abusing family members.
- 7.7** Drugs and substance abuse education takes place during normal lessons. Sometimes a class teacher will seek support from the school nurse or another health professional. Lessons that focus on Drugs Education form part of a sequence of lessons that are designed to promote a healthy lifestyle.

8 Drugs at school

- 8.1** Pupils may not bring prescribed medication into school nor are they allowed to administer their medicine without the supervision of the designated staff member. (*see Medicines Policy*)
- 8.2** Parents are required to give any medication that their child may require during the school day to the school nurse. The medicine must be brought to school in a secure container, clearly labelled with the child's name and class and the dosage to be administered. The designated staff member will administer the medicine according to these instructions. Records will be kept of all medication received and given. Emergency medication may be stored securely in the medical room (for anaphylaxis or asthma).
- 8.3** Solvents and other hazardous chemicals must be stored securely, to prevent inappropriate access, or use by pupils. Teachers are aware of the risks attendant upon having and using: solvent-based Tippex, aerosols, glues and with board-cleaning fluids. All hazardous chemicals are managed according to COSHH. (*See Health & Safety Policy*)
- 8.4** Legal drugs are legitimately in school only when authorised by the Headteacher. Members of staff who smoke must keep their tobacco and matches or lighters secure. Smoking is not permitted anywhere on the school premises.
- 8.5** No person, whether a pupil or not, under the age of eighteen is allowed to consume alcohol on the premises of Runnymede St Edward's School during a school event. Alcohol to be consumed at community or parents' events will be stored securely beforehand. Where alcohol is available to parents from a bar at events where there are also children under the age of eighteen there will be a member of staff present. To sell alcohol we must be licensed under the Licensing (Occasional Permissions) Act, 1983. The school's Bursar is the appointed Licensee on behalf of the school. Occasionally, members of staff may consume limited amounts of alcoholic drinks in the staff room at recognised events, e.g. retirements, where approved by the Headteacher.



9 Drugs incidents

- 9.1** An incident involving unauthorised drugs or dangerous substances in school is most likely to involve alcohol, tobacco, volatile substances, or chemical rather than illegal drugs.
- 9.2** An intoxicated pupil does not represent a medical emergency, unless unconscious. The first priority is safety and First Aid, i.e. calling the emergency services and placing unconscious people in the recovery position. Medical services must be informed of name / type of substance that has been abused.
- 9.3** Pupils suspected of being intoxicated from inhaling a volatile substance will be kept calm; We will avoid chasing the pupil as this can place an intolerable strain on the heart, thus precipitating sudden death.
- 9.4** Any drug suspected of being illegal will be confiscated and stored securely, awaiting disposal; these precautions must be witnessed and recorded. Staff should not taste unknown or confiscated substances.
- 9.5** Legal but unauthorised drugs, medicines or substances will also be confiscated, and will be returned to parents; the school may arrange for the safe disposal of volatile substances.
- 9.6** Where a pupil is suspected of concealing an unauthorised drug, staff are not permitted to carry out a personal search, but may search pupils' bags, trays etc.
- 9.7** The Headteacher will decide if the police need to be called or whether the school will manage the incident internally.
- 9.8** A full record will be made of any incident.
- 9.9** The Headteacher will conduct an investigation into the nature and seriousness of any incident, in order to determine an appropriate response.

10 The role of parents

- 10.1** The school is well aware that the primary role in pupils' drugs & substance abuse education lies with parents. We wish to build a positive and supporting relationship with the parents of our pupils, through mutual understanding, trust and cooperation. To promote this objective we will:
- inform parents about this Drugs and Substance Abuse Policy;
 - inform parents of the procedures to follow regarding administration of medicines in school
 - answer any questions parents may have about the drugs and substance abuse education their child receives in school;
 - take seriously any issue which parents raise with teachers or governors about this policy, or about arrangements for substance abuse education in the school;
 - inform parents about the best practice known with regard to substance abuse education, so that the parents can support the key messages being given to children at school.



- 10.2** When an incident concerning unauthorised drugs has occurred in school, and a pupil is involved, we will inform the parents, and explain how we intend to respond to the incident.
- 10.3** Staff will be cautious about discharging a pupil to the care of a drug/alcohol-intoxicated parent, particularly when the parent intends driving the pupil home. Staff will suggest an alternative arrangement. The focus will be the pupil's welfare and safety. Where the behaviour of a drug/alcohol intoxicated parent repeatedly places a child at risk, or the parent or carer becomes abusive or violent, staff should consider whether the circumstances of the case are serious enough to invoke child protection procedures, and possibly the involvement of the police. The Headteacher as the designated child protection officer must be informed at once (See Safeguarding/Child Protection Policy)

11 Monitoring and review

- 11.1** The Curriculum Committee will monitor the Drugs and Substance Abuse Policy on an annual basis.

B. Slater - Headteacher

January 2016