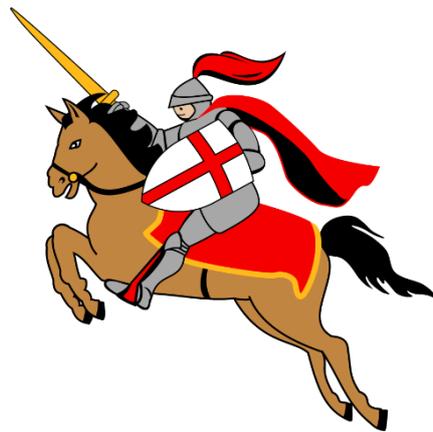


# Conisbrough Ivanhoe Primary Academy



## Drug and Substance Misuse Policy

Approved by:

Joe Brian

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## **Introduction**

The Governors and Staff of Conisbrough Ivanhoe Primary Academy fully recognise the importance of safeguarding children and play a full and active part in protecting pupils from harm. In developing the Drug & Substance Misuse Policy due consideration has been given to Conisbrough Ivanhoe Primary Academy Safeguarding Procedures and the DfE and ACPO Drug advice.

Conisbrough Ivanhoe Primary Academy believes that our school should provide a caring, positive, safe and stimulating environment which promotes the social, physical, emotional and moral development of the individual child. The school plays an important role in supporting and promoting attitudes, practices and encouraging pupils to make informed decisions to enable them to make healthy lifestyle choices. We therefore strive to create an atmosphere in which pupils feel safe and able to discuss problems and concerns whilst developing an understanding of drugs and their use and misuse.

## **Definitions**

A drug is a substance people take to change the way they feel, think or behave.

The term 'drugs' and 'drug education', unless otherwise stated, is used throughout this document to refer to all drugs:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- All legal drugs, including alcohol, tobacco, volatile substances
- All over the counter and prescription medicines

## **Conisbrough Ivanhoe Primary Academy perspective on drugs, health and the needs of pupils**

The possession, use or supply of illegal and other unauthorised drugs within school boundaries is unacceptable. Illegal drugs and other substances harmful to health e.g. alcohol have no place in schools. For definitions of substances harmful to health see - Misuse of Drugs Act 1971. The school recognises that there are occasions where other drugs may legitimately be in schools. See Medical and First Aid policy.

The consumption of alcohol is not permitted on school premises.

## **Links with other School Policies**

The school Drug and Substance Misuse policy links to other policies:

- Behaviour Policy
- Child Protection – Safeguarding
- Health and Safety (Managing Medicines)
- School Visits
- Sex Relationship Education

## **Links with local and national guidance**

This policy has been written in consideration with the following guidance:

- The Government's National Drugs Strategy:  
<https://www.gov.uk/government/publications/frank>
- Drugs: Guidance for Schools – DfE 2004 (still contains useful advice)
- DfE and Association of Chief Police Officers - Drug advice for schools 2012
- Personal, Social, Health and Economic education (PSHE)
- National Healthy Schools Programme: Healthy Schools Status

## **Purpose of the Policy**

The purpose of this Drug and Substance Misuse Policy is to:

- Clarify the legal requirements and responsibilities of the school
- Reinforce and safeguard the health and safety of pupils and others who use the school
- Explain the schools approach to drugs for all staff, pupils, governors, parents/carers, external agencies and the wider community
- Enable staff to manage drug-related issues on school premises, and any incidents that occur, with confidence and consistency, and in the best interests of those involved
- Ensure that the response to incidents involving drugs complements the overall approach to drug and substance misuse education and the values of the school

## **When this policy applies**

This policy applies to all staff, pupils, parents/carers, governors and partner agencies. This includes:

- Journeys to and from school
- Journeys in school time
- During the school day
- Residential trips
- Extra-curricular activity time
- Those pupils educated other provision

## **Staff with key responsibilities for drugs**

The designated senior member of staff with overall responsibility for all drug and substance misuse issues within the school is the Headteacher including the management of drug incidents in accordance with the procedure laid out in this policy. The Headteacher delegates the planning and co-ordination of drug and substance misuse education to the PSHE coordinator.

All staff should be fully aware of the procedures for managing incidents, including whom they should inform and who has authority regarding issues such as searching school property and involving the police.

## **Drug and substance misuse education**

Drug and substance misuse education is a major component of drug prevention.

Drug prevention aims to:

- minimise the number of young people engaging in drug use
- delay the age of onset of first use
- reduce the harm caused by drugs
- enable those who have concerns about drugs to seek help.

The aim of drug and substance misuse education is to provide opportunities for pupils to develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of a healthy lifestyle, relating this to their own and others actions. Therefore drug and substance misuse education provides opportunity for children/young people to:

- Increase their knowledge, understanding and clarify misconceptions about:
  - the short- and long-term effects and risks of drugs use
  - the rules and laws relating to drugs
  - the impact of drugs on individuals, families and communities
  - the prevalence and acceptability of drug use among peers
  - the complex moral, social and political issues surrounding drugs

Develop their personal and social skills to make informed decisions and keep themselves safe and healthy, including:

- assessing, avoiding and managing risk
- communicating effectively
- resisting pressures
- finding information, help and advice
- devising problem solving and coping strategies
- developing self-awareness and self esteem
- Enable them to explore their own and other people's attitudes towards drugs, drug use and drug users, including challenging stereotypes, and exploring media and social influences

Drug and substance misuse education in the curriculum:

- Drug and substance misuse education is an entitlement for every pupil and is supported by Section 351, of the Education Act 1996 which requires every school to provide a balanced curriculum which promotes the spiritual, moral, cultural, mental and physical development of pupils at school and in society
- Prepares pupils at the school for the opportunities, responsibilities and experiences of adult life

Drug and substance misuse education is delivered through:

- External agencies with specialist training in drugs and substance misuse will be utilised wherever possible to support the PSHE programme. Issues considered when planning:
- Provision is made for vulnerable pupils by assessing individual needs and working with external agencies to give the correct support
- Drug and substance misuse education of pupils with special educational needs is designed to be appropriate to their level of learning

This will only be taught in Year 6

### **Staff Support and Training**

All school staff should have general drug awareness and a good understanding of the school drug and other related policies. This should include first steps in managing drug related incidents and identifying and responding to pupils needs.

### **Management of Drugs in school**

Conisbrough Ivanhoe Primary Academy has adopted the guidance for responding to incidents involving drugs provided in the DfE and ACPO Drugs advice for schools 2012 publication <https://www.gov.uk/government/publications/drugs-advice-for-schools>

### **The role of the Police**

#### **Legal drugs**

The police will not expect to be routinely involved in incidents involving legal drugs but the school will inform the police about the inappropriate sale or supply of tobacco, alcohol or volatile substances to pupils in the local area.

#### **Illegal drugs**

Conisbrough Ivanhoe Primary Academy has no legal obligation to report an incident involving drugs to the police. Nevertheless, not informing the police may prove to be counter-productive for the school and wider community. The police should, however, be involved in the disposal of suspected illegal drugs. Contact: PCSO.

### **The role of school staff:**

The law permits school staff to take temporary possession of a substance suspected of being an illegal drug for the purposes of preventing an offence from being committed. In taking temporary possession of suspected illegal drugs schools are advised to:

- Ensure that a second adult witness is present throughout
- Seal the sample in a plastic bag and include details of the date and time of the seizure/find and witness present
- Store in secure location, such as the school safe or other lockable container with access limited to relevant members of staff
- Without delay notify the police, who will collect it. The law does not require a school to divulge to the police the name of the pupil from whom the drugs were taken.
- Record full details of the incident as guided by: DfES - Drugs: Guidance for Schools 2004 – page 122 Appendix 11, 'Record of incident involving unauthorised drug'
- Inform parents/carers, unless this would jeopardise the safety of the pupil
- Signpost pupils/parents to specialist support services in drug and substance misuse
- Consider a child protection referral

### **Disposal of drug paraphernalia**

Needles or syringes found on school premises should be placed in a 'sharps bin' using gloves by designated members of staff only.

### **Detection**

The school will always ensure that a second adult witness is present if the school suspects a pupil of using or possessing any drug including legal substances such as tobacco, alcohol or legal highs. It may be necessary to involve the police.

### **Personal Searches**

The Headteacher or Senior Leadership Team may search a student, following the guidance below from the DfE:

"School staff can search a pupil for any item banned under the school rules, if the pupil agrees. Head teachers and staff authorised by them have a statutory power to search pupils or their possessions, without consent, where they suspect the pupil has certain prohibited items. The items that can be searched for under this power are knives or weapons, alcohol, illegal drugs and stolen items. School staff can seize any banned or prohibited item found as a result of a search or which they consider harmful or detrimental to school discipline."

After any search involving pupils, the school, regardless of whether the result of the search is positive or negative, must contact parents/carers.

### **Responding to drug incidents**

Drug incidents may include:

- Drugs or associated paraphernalia found on school premises
- A pupil who vocally demonstrates an inappropriate level of knowledge about drugs and substance misuse in front of their peers or members of staff
- A pupil found in possession of drugs or associated paraphernalia
- A pupil found to be supplying drugs on school premises (friends sharing drugs/pupil being coerced to supply drugs, a group of friends taking it in turn to bring drugs in for their own use)

- A pupil, parent/carer or staff member who is believed to be under the influence of drugs on the school premises
  - A staff member has information that the illegitimate sale or supply of drugs is taking place in the local area
  - A pupil discloses that they or a family member/friend are misusing drugs

A careful investigation will take place to judge the nature and seriousness of each incident, the needs of those involved and the most appropriate response.

If during the course of the investigation the school decides that the police should be involved then the school should cease its own investigation immediately to enable the police to conduct a full detailed enquiry. Once the police have been informed, the school will seek the agreement of the Police to continue its own investigation

Any response will balance the needs of the individual with those of the wider school community and aim to provide pupils with the opportunity to learn from their mistakes and develop as individuals. The supply of illegal drugs is regarded as extremely serious and any pupil concerned in such supply will face the probability of permanent exclusion. The school regards permanent exclusion the appropriate sanction unless there are substantial mitigating circumstances.

Possible responses include:

- Early intervention and targeted prevention
- Substance Misuse toolkit
- Referral to external agencies
- Counselling
- Inter-agency programmes
- Fixed-period exclusion
- Pastoral support programmes
- Permanent exclusion

Some responses may serve to enforce and reinforce school rules. Any sanctions will always be justifiable in terms of:

- The seriousness of the incident
- The identified need of the pupil and the wider school community
- Consistency with published school rules, codes and expectations
- Consistency with disciplinary action for breaches of other school rules (such as theft, violence, bullying)

### **Parents/Carers under the influence of drugs on school premises**

When dealing with parents/carers under the influence of drugs on school premises, staff should attempt to maintain a calm atmosphere. If a situation arises, where a member of the school staff has concerns about discharging a pupil into the care of their parent or carer, they should discuss this with the Headteacher/Child Protection Officer in the first instance. If an amicable arrangement cannot be made between parties, then the focus for school staff will always be the maintenance of the child's personal protection and welfare, as opposed to the parents/carers wishes.

Where the behaviour of a parent/carer under the influence of drugs repeatedly places a child at risk or the parents/carer becomes abusive or violent, staff should consider whether to invoke child protection procedure and/or involve the police.

### **Staff conduct and drugs**

Tobacco - Non-Smoking Policy

Alcohol - There should be no consumption of alcohol by any staff while they have care of children/young people.

Staff misuse/abuse of drugs or illegal substances – if this is known or suspected the appropriate Doncaster LA policy and procedures should be followed.

### **Signposting for pupils/parents**

The school will ensure that pupils and parents have access to up-to-date information on sources of help. Local and national help lines (including “Talk to Frank” and NHS Smoking Helpline), youth and community services and drug/health services will be prominently displayed so that those in need of help and who are reluctant to approach school staff can easily access it. Drug and substance misuse education programmes will also include details of services and helplines, explain how they work and develop pupil confidence in using them.

### **Referral and external support**

In every case of an incident involving drugs, the school will place the utmost priority on safety, meeting any medical emergencies with first aid support and summoning appropriate help before addressing further issues.

If the need for referral arises - possible agencies include:

- Social Care/Family support Services
- School Health
- Youth Service
- Youth Offending Team
- Agencies providing specialist help, for example, young people’s drugs services

### **Confidentiality**

Teachers cannot and should not promise confidentiality. The boundaries of confidentiality should be made clear to the pupil. If the pupil discloses information which they ask not to be shared, the member of staff in question should point out to the pupil that this may not be possible and should fulfil their professional responsibilities in relation to:

- Child protection
- Co-operating with a police investigation
- Referral to external agencies

### **Involvement of parents/carers**

The school will ensure that parents/carers are:

- Made aware of the schools approach and rationale for drug and substance misuse education, for example, through the school prospectus or website
- Involved in the planning and review of the drug and substance misuse education programme and policy, for example, through questionnaires, newsletters and parental consultation
- Given information about their child’s drug and substance misuse education and school rules in relation to drugs, for example, through newsletters.
- In any incident involving illegal and other unauthorised drugs the school will involve the parents/carers, unless this would jeopardise the pupils safety.
- Signposted to appropriate local and national sources of help and information.

**The role of governors**

As part of their general responsibilities for the strategic direction of the school, governors have a key role to play in the development of the schools policy on drugs. In accordance with the recommendations of the National Healthy School Standard, a governor will be appointed with specific responsibilities relating to the provision of drug and substance misuse education and policy development.

## Useful Organisations

**Addaction** is one of the UK's largest specialist drug and alcohol treatment charities. As well as adult services, they provide services specifically tailored to the needs of young people and their parents. The Skills for Life project supports young people with drug misusing parents.

Website: [www.addaction.org.uk](http://www.addaction.org.uk)

**ADFAM** offers information to families of drug and alcohol users, and the website has a database of local family support services.

Tel: 020 7553 7640 Email: [admin@adfam.org.uk](mailto:admin@adfam.org.uk) Website: [www.adfam.org.uk](http://www.adfam.org.uk)

**Alcohol Concern** works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems.

Tel: 020 7264 0510. Email: [contact@alcoholconcern.org.uk](mailto:contact@alcoholconcern.org.uk) Website: [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)

**ASH (Action on Smoking and Health)** A campaigning public health charity aiming to reduce the health problems caused by tobacco.

Tel: 020 7739 5902 Email: [enquiries@ash.org.uk](mailto:enquiries@ash.org.uk) Website: [www.ash.org.uk](http://www.ash.org.uk)

**Children's Legal Centre** operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people.

Tel: 01206 877910 Email: [clc@essex.ac.uk](mailto:clc@essex.ac.uk) Website: [www.childrenslegalcentre.com](http://www.childrenslegalcentre.com)

**Children's Rights Alliance for England** - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child.

Email: [info@crae.org.uk](mailto:info@crae.org.uk) Website: [www.crae.org.uk](http://www.crae.org.uk)

**Drinkaware** - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm.

Tel: 020 7307 7450 Website: [www.drinkaware.co.uk/](http://www.drinkaware.co.uk/)

**Drinkline** - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking.

Tel: 0800 917 8282 (lines are open 24 hours a day)

**Drug Education Forum** – this website contains a number of useful papers and briefing sheets for use by practitioners:

Website: <http://www.drugeducationforum.com/>

**DrugScope** is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service. DrugScope also hosts the Drug Education Practitioners Forum.

Tel: 020 7520 7550 Email: [info@drugscope.org.uk](mailto:info@drugscope.org.uk) Website: [www.drugscope.org.uk](http://www.drugscope.org.uk)

**Smokefree** – NHS support services to assist with stopping smoking

**Talk to Frank** – everything you need to know about drugs, their effects and the law. Talk to Frank for facts, support and advice on drugs and alcohol

Tel: 0300 123 6600 Email: frank@talktofrank.com Website: [www.talktofrank.com](http://www.talktofrank.com)