

# Balcombe C E (C) School

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## Drug Education Policy

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Adopted by Governors: 2007

Reviewed: Jan 2010  
Feb 2013  
Oct 2016

Next Review: Oct 2019

At Balcombe School we aim to provide access to learning for all pupils and we value and acknowledge differences. We endeavour to create an atmosphere in which all pupils can thrive, through an understanding and appreciation among the whole school community that we all learn in different ways and therefore have a diverse range of needs. As with all other aspects of the curriculum the school will ensure that drug education is accessible to pupils with special educational needs (SEN).

### **Aim for Drug Education**

- 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 other's actions.

Other relevant policies include: the Behaviour Policy; Personal, Social, Health and Citizenship Education (PSHCE) policy; Child Protection policy; Health and Safety Policy, Inclusion and SEN policies.

### **Purpose of the Drug Policy**

- Clarify legal requirements and responsibilities of the school.
- Safeguard the health and safety of all the school community.
- Clarify the school's approach to drugs for all staff, pupils, governors, parents/carers, external agencies and the wider community.
- Give guidance on developing, implementing and monitoring the drug education programme at Balcombe.
- Enable staff to manage drugs on school premises, and any incidents that occur with consistency and in the best interests of those involved.
- Ensure that response to incidents involving drugs complements the overall approach to drugs education and the values and ethos of Balcombe school.
- Provide a basis for evaluating the effectiveness of the education programme and the management of incidents involving illegal or unauthorised drugs.
- Ensure the school is delivering the requirements of the national curriculum in relation to sex and relationship education and drug education, including alcohol and tobacco, in line with statutory requirements and non-statutory guidance.

### **Definition**

- The definition of a drug given by the United Nations Office on Drugs and Crime is: A substance people take to change the way they feel, think or behave. The term 'drugs' and 'drug education' unless otherwise stated, are used throughout this policy to refer to all drugs.
- All illegal drugs (those controlled by the Misuse of Drugs Act 1971 - see Appendix 3).
- All legal drugs, including alcohol, tobacco, volatile substances (those giving off a gas or vapour which can be inhaled), ketamine, khat and alkyl nitrates (known as poppers).
- All over-the-counter and prescription medicines.

At Balcombe School the possession, use, or supply of all illegal and unauthorised drugs within school boundaries is unacceptable.

### **Definition of school boundaries**

- Journeys in school time
- School trips
- 8.45 am – 3.15pm when school is open to pupils (unless attending after school clubs) when 'duty of care responsibilities' apply.

### **Drugs which may be authorised in school boundaries are:**

- Medicines (see Medicines Policy at Appendix 2)
- Volatile substances
- Alcohol

### **Medicines**

- Clear procedures and arrangements are in place for the management of administering medicines, prescribed and non-prescribed. (It is advised that school staff do not give non-prescribed medicines to pupils - see Medicine policy at Appendix 2)

### **Volatile substances**

- See Health and Safety Policy for information on how solvents and chemicals are legitimately used by staff or pupils, and how these are stored and managed to prevent inappropriate access or use.

### **Alcohol**

- Arrangements for storage or use of alcohol should be agreed (by Head teacher) and adhered to.
- It is an offence under the Licensing Act 1964 to sell alcohol without a licence. School can obtain an occasional licence and can offer alcohol (no sale) at school events and store appropriately on school premises without a licence.

### **Tobacco**

- In keeping with the Healthy Schools programme supported by the school Balcombe School is a smoke – free zone.

### **Management of drug related issues and drug education at Balcombe School**

- The Head teacher has designated responsibility for the management of drug related incidents and has overall responsibility.
- The Headteacher, as PSHCE Co-ordinator, will manage the co-ordination and dissemination of the policy and drug education programme at KS 1 and 2 and continuing professional development (CPD) for staff.

### **Definition of a drug related incident**

Drugs or associated paraphernalia found on the school premises;

- A pupil demonstrates, perhaps through actions or play, an inappropriate level of knowledge of drugs for their age;
- A pupil is found in possession of drugs or associated paraphernalia;
- A pupil is found to be supplying drugs on the school premises;
- A pupil, parent/carer or staff member is thought to be under the influence of drugs;
- A staff member has information that the illegitimate sale or supply of drugs is taking place in the area;
- A pupil discloses that they or a close family member/friend are misusing drugs.

**Procedures for dealing with drug related incidents (follow procedure with a witness where possible)**

- The school will keep a record of all drug related incidents (including notes of discussion with pupils/staff).
- The Head teacher will judge the nature and seriousness of each incident. (See Appendix 1 - Range of factors relevant when responding to incidents.)
- The Head teacher will decide how to deal with and respond to drug related incidents in school offering a constructive process of support to the pupils and families involved.
- The school will follow any advice from the police.
- Headteacher will inform the parents/carers of the pupil(s) involved, explaining the drug related incident, how the school intends to respond to the incident and the pupil's needs. (Unless this would jeopardise the safety of the pupil).
- Safety and medical emergencies will take the utmost priority when dealing with incidents
- The school (by law) may take temporary possession of suspect substances.
- The Headteacher will destroy substance (with a witness present) or give it to a person lawfully entitled to take custody. (Needles or syringes must be in a tin with a lid and not disposed of in domestic waste)
- With a witness present and using gloves, the Headteacher will seal the articles in a bag and store in a secure location accessed only by staff.
- Headteacher will inform police if deemed necessary.
- The law does not require a school to divulge to the police the name of the pupil from whom the drugs were taken.
- Parents will be given the opportunity to collect such items as alcohol or tobacco.
- Small amounts of volatile substances may be disposed of in a bin which is inaccessible to pupils.
- When a person is suspected of concealing illegal substances it is not appropriate for staff to carry out a personal body search.
- Headteacher may search school property i.e. lockers, desks. Prior consent should be sought but if it is refused they may continue with the search. Headteacher may not search personal property without consent (eg. bags). If they refuse, parents/carers may persuade them or police may be called.

### **Staff support and training**

- Staff should be aware of the framework for PSHCE and the PSHCE policy.
- Teaching staff have access to the QCA scheme and other material stored with the PSHCE resources to plan the drug education for their class.
- CPD will include subject knowledge and appropriate teaching methods and dissemination within the school.
- Staff should be aware of school guidelines about restricted drinking and other drug use in school hours and on school visits.
- If members of staff have a drug problem arrangements can be made for appropriate occupational health advice and support.

### **Confidentiality**

- In line with the ethos of our school sensitive information is only disclosed internally or externally with careful attention to pupil's (and in the case of staff) rights and needs.
- Boundaries of confidentiality must be made clear to pupils because staff may have to fulfil their professional responsibilities by passing on information to the Headteacher.
- If a pupil's safety is considered under threat then procedures outlined in the Child Protection Policy will be followed and adhered to. (See Child Protection Policy for details.)

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

Parents will be made aware of the school's approach and rationale for drug education through:

- The school prospectus;
- Governor representation during the planning and review of the drug education programme and policy;
- Access to the drug policy (in the school office);
- Access to policy for medicine (in the school office);
- Information about their child's drug education through PSHCE and school rules in relation to drugs;
- Encouraging and supporting pupil's learning at home;
- Being able to access information about drugs and local and national sources of help. (eg leaflets such as A Parent's Guide to Drugs and Alcohol, and useful organisations and websites) (see Appendix 5);
- The PTA at Balcombe School will not give alcohol prizes from raffles and tombolas to children, but will ask their parents to collect the prize from the office.

### **Role of school governors**

- As part of the general responsibilities for the strategic direction of the school, a designated governor will play a key role in the development of the school drug policy and monitoring of the drug education programme.

- The governor with responsibility for child protection may be required to contribute to case conferences or appeals against exclusions if necessary.
- Governors will be informed of any drug issues that affect the school.

## **Drug Education**

The objective of our drugs education is that our children will:

- have a positive self-image;
- have accurate and up-to-date information about the types of legal and illegal drugs and their effects;
- understand drug usage in a range of cultures and environments;
- understand the notion of risk and possible consequences;
- know how to keep themselves and others safe;
- understand the significance of peer influence and pressure (positive and negative) and the role of the media within society;
- be able to think critically;
- be able to make appropriate decisions based on clear information;
- develop strategies to cope with difficult situations;
- be able to negotiate and communicate for themselves and others;
- be aware of the range of attitudes and values towards drugs and drug use.

## **Drug education in the curriculum**

Every pupil is entitled to drug education which:

- Promotes the spiritual, moral, cultural, mental and physical development of pupils at the school and in society
- Prepares pupils at school for the opportunities, responsibilities and experiences of adult life.

Drug education will be delivered through our cross-curricular provision, particularly in circle time and science (see Appendix 2) and science. Many of the skills and attitudes developed and explored through drug education are common to other aspects of PSHCE. At KS 1 pupils will learn about being safe with medicines and household substances and the basic skills for making healthy choices and following safety rules. At KS 2 pupils will learn about the effects and risks of alcohol, tobacco, volatile substances and illegal drugs and basic skills to manage risky situations. They will learn how to make informed choices about their health, how to resist pressure to make the wrong choice and to take responsibility for their actions.

Drug education will take account of pupil's views, through the school council and using a circle time approach to PSHCE and will be supported by a whole school approach.

When planning, issues to take into account are:

- Pupil's existing knowledge and understanding;
- Trends in local drug use;
- Pupil's diversity;
- Pupils with SEN;
- Pupils who require regular medication;
- Pupils who may have parents/carers or relatives who use or misuse drugs;
- Pupils who have missed schooling.
- Pupils who are vulnerable to drug misuse (may need extra support from school or outside agencies)

### **Curriculum organisation**

The statutory requirements of the science curriculum will provide the basis for the Drug Education Programme at Balcombe School (see Appendix 2). It provides opportunities for progression as pupils develop their knowledge, understanding, skills and attitudes.

Resources to support learning will be kept with the PSHCE resources.

### **Useful phone contacts:**

FRANK (National Drugs Helpline) 0800 77 66 00

[www.talktofrank.com](http://www.talktofrank.com)

24hr confidential advice and information line and leaflet provider

West Sussex Drug and Alcohol Wellbeing Network 0300 303 8677

<https://www.westsussexconnecttosupport.org/s4s/WhereILive/Council?pageId=1903>

Statutory agency with responsibility for implementing the National Drug Strategy at a local level