



Drugs Policy

(see also Behaviour, Rewards, Sanctions, Discipline and Exclusions; Health, Safety & Welfare; Personal, Social & Health Education and Citizenship)

This policy is made available to all parents, prospective parents, staff and prospective employees of Hurlingham School on our website, and a hard copy can also be viewed at our School Office.

1 Introduction

In 2004, the DfES updated its guidance to schools about drugs (DfES/0092/2004). This policy reflects that guidance, as well as the content of the QCA schemes of work.

2 Aims and objectives

The aims of this policy are to:

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

3 Terminology

The term 'drugs' 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.

For the purpose of this policy the following definition of a drug applies:

“a substance people take to change the way they feel, think or behave.”

4 Hurlingham School statement

Hurlingham School believes that the presence of unauthorised drugs in our school is not acceptable. We want our school to be a safe place for us all to work, and the presence of unauthorised drugs represents a threat to our health and safety.

5 Responsibilities

The Headteacher will:

- ensure that staff and parents are informed about this drugs policy;
- ensure that the policy is implemented effectively;
- manage any drug-related incidents;
- ensure that staff are given sufficient training, so that they can teach effectively about drugs, 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.

The principal will:

- be the voice on the Board of Directors with specific responsibility for drugs education;
- establish general guidelines on drugs education;
- support the Headteacher in following these guidelines;
- inform and consult with parents about the drugs education policy, as appropriate;

- liaise with the LA 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

Drugs education should enable pupils to develop their knowledge, attitudes and understanding about drugs, 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;
- develop pupils' interpersonal skills, their understanding of rules and laws, and their self-awareness and self-esteem;
- ensure that all children are taught about drugs in a consistent manner;
- raise pupils' awareness of the world of drugs so that they can make informed and responsible decisions about their own drug use in order to reach their full potential;
- encourage a healthy respect for all substances taken into the body;
- enable pupils to explore their own and other's feeling, views, attitudes and values towards drugs and drug related issues.

7 The Content of the school's Drugs Education programme

Drugs Education is taught through the National Curriculum Science Programme of Study. At Key Stage 1 pupils should be taught about the use of drugs as medicines. At Key Stage 2 pupils should be taught to relate their understanding of sciences to their personal health and that tobacco, alcohol and other drugs can have harmful effects.

Drug Education modules within each Key Stage are delivered within a planned PSHE programme. At Key Stage 1 pupils learn about being safe with medicines and household substances and the basic skills for making healthy choices and following safety rules. At Key Stage 2 pupils learn about the effects and risks of alcohol, tobacco, volatile substances and illegal drugs and basic skills to manage risky situations. They learn how to make informed choices about their health, how to resist pressure to do wrong and to take more responsibility for their actions.

8 Drugs at school

- Medication may only be brought in to school if it is stored securely and out of the reach of children. If taking medication staff must seek the advice of their doctor to ensure that the medication will not impede their ability to do their job in a safe and satisfactory way.
- Solvents and other hazardous chemicals must be stored securely, to prevent inappropriate access, or use by pupils. Teachers are cautious with aerosols, with glues and with board-cleaning fluids.
- 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 in the school.
- Alcohol to be consumed at community or parents' events will be stored securely beforehand. To sell alcohol, we must be licensed under the Licensing (Occasional Permissions) Act 1983. Occasionally, and only when they have no supervisory responsibilities towards children, members of staff may consume limited amounts of alcoholic drinks in the staff room.
- Members of staff should not be present in school under the influence of alcohol or any illegal drug if they have any form of responsibility towards children or duty to represent the school. Similarly, they should not consume alcohol or any illegal drug if they are involved, in any capacity, on a residential trip. Under such circumstances, they should consider themselves "on duty" at all times during the trip.
- Staff in Reception must notify the Headmaster or Principal if they take any medication (including over-the-counter products) whilst teaching. They must also make a note of the medication taken in the medication book situated in the medical room.
- We completely endorse and follow the Department for Education guidelines:

"Teachers' misuse of illegal drugs, prescription medicines or alcohol can be a disciplinary matter. It can lead to barring or restricting a person's employment, for instance if it leads to criminal activity or to behaviour that involves **an abuse of the teacher's position of trust or a breach of the standards of propriety expected of the profession** (DfEE Circular 11/95). Employers have a statutory duty to inform the Department for Education and Skills and provide specific information when they cease to use a person's services (or might

have ceased to use the person's services had they not withdrawn them) on the grounds of their misconduct, unsuitability to work with children or where a relevant health issue is raised (Education (Prohibition from Teaching or Working with Children) Regulations 2003). **A teacher may be deemed unfit to teach if he or she poses a risk or potential risk to the health and safety of pupils or colleagues.** The governing body or Headteacher must take emergency action when they consider a teacher may have become medically incapable of performing teaching duties and is putting pupils or colleagues at risk (DfEE Circular 4/99 and DfEE 2000)."

9 Drugs incidents

- An incident involving unauthorised drugs in school, or during school activities away from the main school site, is most likely to involve alcohol, tobacco or volatile substances, rather than illegal drugs.
- Our first priority is safety and first aid, i.e. calling the emergency services and placing unconscious people in the recovery position. An intoxicated pupil does not represent a medical emergency, unless unconscious.
- Pupils suspected of being intoxicated from inhaling a volatile substance will be kept calm; chasing can place intolerable strain on the heart, thus precipitating sudden death.
- 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.
- Legal but unauthorised drugs or medicines will also be confiscated, and will be returned to parents; the school may arrange for the safe disposal of volatile substances.
- 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.
- The headmaster will decide whether the police need to be called or whether the school will manage the incident internally.
- A full record will be made of any incident.
- The headmaster will conduct an investigation into the nature and seriousness of any incident, in order to determine an appropriate response.

10 The role of parents

The school is well aware that the primary role in children's drugs 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 the school drugs policy;
- answer any questions that parents may have about the drugs education that their child receives in school;
- take seriously any issue which parents raise with teachers or governors about this policy, or about arrangements for drugs education in the school;
- inform parents about the best practice known with regard to drugs education, so that the parents can support the key messages being given to children at school.

If 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.

Staff will be cautious about discharging a pupil to the care of an 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 an 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.

11 Monitoring and review

The Board of Directors will monitor the drugs policy on an annual basis. The Board of Directors takes into serious consideration any representation from parents about the drugs education programme, and comments will be recorded. Through the Headmaster, The Board of Directors requires the Head of PSHE and the Deputy Head (Pastoral) to keep a written record detailing the content and delivery of the drugs education programme taught in this school.

Date of last review: June 2017
Date of next review: June 2019