



## CUMNOR CE PRIMARY SCHOOL

### Policy on drugs education and dealing with drug-related incidents

Agreed by Governors:  
**November 2015**

V. CARR (Chair of Govs)

E. READ (Headteacher)

To be reviewed Nov 2018

Designated Adult for drugs education: Mr E Read

#### **Definition – What is a Drug?**

“any substance which, when taken, has the effect of altering the way a person behaves, feels, sees or thinks”

As well as everyday substances such as tea and coffee, drugs include:

- alcohol and tobacco;
- “over the counter” medicines, such as paracetamol
- prescribed drugs, such as antibiotics to treat infections and benzodiazepines to control anxiety and treat insomnia
- volatile substances, such as cleaning agents
- illegal drugs

#### **Aims**

1. To provide a programme which gives young people opportunities to acquire the skills, knowledge and understanding necessary to make informed and responsible decisions about the use of drugs and other substances within the context of a healthy lifestyle.
2. To provide staff with adequate training and support to help them deliver effective drugs education and respond to situations with consistency and sensitivity.
3. To inform parents of the content of the school’s Drugs Education Policy and to clarify appropriate procedures in the management of drug-related incidents, agreed by staff and governors, of which all parents and pupils will be made aware.
4. To have a clear and agreed understanding amongst everyone in the school community about the implications and possible consequences of drug use/misuse.
5. To establish an environment in which the school is free from the misuse of all drugs.

#### **Outline of Drugs Education Programme**

##### **Role of all staff, both teaching and non-teaching:**

- Be alert to the possibility of drug misuse as a cause of observed physical or behavioural changes in pupils.
- Be familiar with the school’s procedures in the case of drug-related incidents.

##### **Role of Class Teachers: (in addition to the above)**

- Deliver the school’s drugs education programme.

- Try to create an atmosphere in the classroom in which pupils can freely contribute to discussion, safe in the knowledge that the comments, ideas and feelings of the group are valued.
- Support pupils in their class if necessary.
- Liaise with the designated teacher regarding any aspect of the Drugs Policy, as necessary.

### **Role of the Caretaker/Cleaner in charge**

- Watch out for drug taking materials anywhere in the school building or grounds.
- Conduct regular checks of school grounds for drug-taking materials.
- Solvents to be kept in locked cupboard in secure area.

### **Role of the designated adult**

- To have overall responsibility for drugs issues within the school including co-ordination of the planning of curricular provision in compliance with the statutory requirements.
- Liaison with Headteacher. Responsibility for co-ordination of the school's procedures for handling instances of suspected drug misuse.

### **Role of the Head teacher**

Ensure that members of the Board of Governors are familiar with the Drugs Education Policy.

In the case of drug-related incidents:

- Contact ESW
- Refer to Child Protection Policy
- Contact parents
- Contact Chairman of the Board of Governors
- Retain written records
- Ensure that a specialist drugs agency is contacted to support the pupil if required
- Invoke disciplinary measures as appropriate

### **Training and information for teachers**

Staff should be provided with adequate training and support to help them deliver an effective drugs education programme and respond to situations with consistency and sensitivity. All staff should be aware of the procedures to be put in place should a drug-related incident occur.

### **Procedures**

**Medicines** – the school recommends that parents/guardians provide written details of any medical condition that individual pupils may have including medication they are on. Medicines/tablets must not be brought to school unless accompanied by a letter from a parent/guardian and they will only be administered when it is absolutely necessary.

**Tobacco** – in the event of a pupil being found with cigarettes on his/her person the cigarettes will be confiscated, the parents/guardians will be informed and action will be taken in line with the school's discipline policy.

**Alcohol** – no alcohol should be brought into school by pupils or consumed by them on the school premises or while on school trips. In the event of a pupil being found with alcohol on his/her person the alcohol will be confiscated, the pupil's parents/guardians will be informed and action will be taken in line with the school's discipline policy.

**Solvents** – the school will ensure that potentially harmful substances are stored safely and pupils are supervised carefully in the event of them having to be used in the course of their work. The use of correction fluid and aerosol sprays is not used. Caretaker's materials should be well labelled and locked in a secure cupboard.

**Illegal Substances** – no illegal substances should be brought to school or used on school premises. Should this happen then the designated adult will deal with the incident according to the agreed procedures.

### **Dealing with incidents related to illegal drug**

This school believes we should be a drug free community. Illegal substances, should not be brought into school and the use of or supply of such drugs on the school premises will be regarded with the utmost seriousness.

The designated adult for drugs education will keep a record of all drugs related incidents. Evidence of drug use by a pupil or possession of a substance will result in automatic suspension pending a full investigation. Each case will be assessed and different levels of sanctions will be used according to the seriousness of the incident and the pupil's involvement.

All staff should be aware of the legal implications of discovering a young person in possession of a controlled drug and how they are expected to deal with such an event. The local Juvenile Liaison Officer should be informed in every case where a pupil is found to have, or is suspected of having, controlled drugs in his/her possession, either on his/her person or in his/her belongings, or where drugs are found on the school premises.

### **Conclusion**

The welfare of Kingham Primary School pupils and staff is of paramount concern and we shall work together with everyone involved with the school to ensure the continued education and well being of our children.