



Drugs Policy

Policy Owner	J Paskin
Date Approved	November 2020
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Governor Signature	
Governor Name	Mr S Hill
Governor Role	Chair

Admin use only

Location	
Website	
Learning Platform	
Policies File	
Staff room	
Headteacher's File	
Policies Log updated	



Location and dissemination

This policy can be found on the school's Learning Platform and school website and is available to all stakeholders.

Context of the Policy and its relationships to other policies

This policy will also have references in other school policies such as Health and Safety, Medicines in School, Confidentiality, Child Protection/Safeguarding and PSHE.

This policy will also form part of the revised Children and Young People's Health Improvement Team programme.

Local and National Guidance

This policy is written using the latest guidance: 'DfE and ACPO Drug Advice for Schools' (Sept.2012)

This policy has been informed by:

- 'DfE and ACPO Drug Advice for Schools' (Sept.2012) <https://www.education.gov.uk/publications/standard/publicationDetail/Page1/DFE-00001-2012>
- 'Screening, Searching and Confiscation; advice for Head Teachers, staff and governing bodies' (DfE, Jan. 2018) https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/674416/Searching_screening_and_confiscation.pdf
- 'Use of Reasonable Force - advice for Head Teachers, staff and governing bodies' (DfE, July 2013) <https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools>
- Drug Strategy 2017: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/628148/Drug_strategy_2017.PDF
- 'Supporting pupils at school with medical conditions' Statutory guidance for governing bodies of maintained schools and proprietors of academies in England (DfE, 2015) https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/484418/supporting-pupils-at-school-with-medical-conditions.pdf

Purpose of the Drugs Policy

The purpose of the School Drugs 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

- Clarify the school's approach to drugs for all staff, pupils, governors, parents/carers, external agencies and the wider community.
- Enable staff to manage drugs on school premises, and any incidents that occur, with guidance and consistency and in the best interests of those involved.
- Ensure that the response to incidents involving drugs complements the overall approach to drug education and the values and ethos of the school.
- Provide a basis for evaluating the effectiveness of the school's drug education programme and the management of incidents involving illegal and any other unauthorised drugs.
- Reinforce the role of the school in contributing to local and national strategies.

Rights Respecting School Award

This policy also supports our Rights Respecting School (UNICEF) ethos will support and learning about the United Nations Convention on the Rights of the Child (UNCRC). The policy also promotes the learning and understanding of children's rights with a focus on specific articles including:

- Article 33 Drug Abuse - Governments must protect children from the illegal use of drugs and from being involved in the production or distribution of drugs.
- Article 42 Knowledge of Rights - Governments must actively work to make sure children and adults know about the Convention.

To Whom the policy applies

Loxdale Primary School will not tolerate possession, use or supply of illegal and other unauthorised drugs (As designated by the Head Teacher) within the school boundaries - this includes the school buildings and grounds. This policy applies to pupils, parents/carers, school staff governors and any visitors to school.

Definitions and Terminology

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' is used in this policy to refer to all drugs:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971)
- New Psychoactive Substances (NPS - formerly known as 'legal highs') covered by the Psychoactive Substances Act (2016)
- All legal drugs, including alcohol, tobacco and alkyl nitrates (poppers) not currently controlled by the Misuse of Drugs Act.
- All over the counter and prescription medicines.
- Volatile substances that give off a gas or vapour which can be inhaled e.g. butane and propane, aerosol propellants, some glues and solvents, petrol etc.

The School's stance towards drugs, health and the needs of pupils

Loxdale Primary School acknowledges that some pupils may require medicines that have been prescribed for their medical condition during the school day. There are clear procedures and arrangements in place - please see the school's Medicine's in School Policy. (For further guidance see 'Supporting Pupils at School with Medical Conditions', WCC October 2019).

Loxdale Primary School takes careful account of how solvents or hazardous chemicals are legitimately used by school staff and these substances are stored securely and managed to prevent inappropriate access or use - please see the school's Health and Safety Policy.

Loxdale Primary School makes careful arrangements for the storage and use of alcohol. At times, alcohol will be authorised at school e.g. at 'PAWS events - Christmas Fair, etc. If alcohol is to be sold, an occasional licence to sell alcohol under the Licensing (Occasional Permissions) Act 1983 will be obtained.

Loxdale Primary School is a smoke-free school and smoking is prohibited within and outside the school buildings.

When managing drugs and drug-related incidents, the first concern will be for the health and safety of all involved, followed by the pastoral concern for pupils.

- The school will consider very carefully the implications of any action it may take.
- It will seek to balance the interests of the pupil involved, the other school members and the local community.
- Factors to be considered will include the age of the pupil, whether the incident involved one pupil or a group and whether peer pressure is evident.
- The fact that certain behaviour could constitute a violation of the criminal law will not in itself necessarily lead to a more punitive response.
- In all cases, the school will ensure that the pupil has access to professional support and advice from the relevant services and agencies.

In every case of an incident involving drugs, Loxdale Primary School places the utmost priority on safety and meeting any medical emergencies with first aid. We will summon appropriate help before addressing further issues and would seek medical assistance immediately if we had any doubts.

Staff with Key Responsibilities for Drugs

The Head Teacher has overall responsibility for all drug issues within the school and will oversee the planning and co-ordination of Drug Education and the management of drug incidents. Staff should inform the Head Teacher of any drug incidents as she has the authority regarding issues such as searching school property and involving the police.

Drug Education

Drug education will be part of the 'Healthy Me' puzzle within the Jigsaw PSHE programme.

Spring 2: Healthy Me	Includes drugs and alcohol education, self-esteem and confidence as well as healthy lifestyle choices, sleep, nutrition, rest and exercise
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Please refer to the PSHE/RSE Policy on the school website for more detail.

Management of Drugs at School.

The first priority will always be for the safety of all, dealing with medical emergencies and securing appropriate help.

The school will employ a range of responses, so that the needs of the individual are balanced against those of the wider community. The precise response will be determined after a full and careful investigation into the exact nature of the incident. Pupils will be aware of the range of possible responses and the effect those responses may have on them.

When dealing with drug-related incidents, the school has adopted the procedures as set out in **ACPO Drug Advice for Schools (DFE/ACPO, 2012)** and that all staff, parents/carers and pupils will be reminded of these procedures on an annual basis.

At Loxdale Primary School it is the Head Teacher who takes temporary possession and arranges for disposal of suspected illegal drugs. There will always be a second witness present as the sample is secured in a bag and placed in the school safe until the police arrive to 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 but parents/carers will be informed (unless this would jeopardise the safety of the pupil).

At Loxdale Primary School it is the teaching staff that will manage confiscations of other unauthorised drugs but they will inform the Head Teacher immediately. Again, a second witness will be present. Parents/carers will be informed and given the opportunity to collect the alcohol/tobacco (unless this would jeopardise the safety of the pupil).

Drug paraphernalia found on Loxdale's school premises will be placed in sturdy, secure containers and disposed of according to the LA/Local Authority Environmental Health Department guidelines. Under no circumstances will a child be allowed to handle needles, syringes - any adult handling drug paraphernalia should wear gloves and wash their hands afterwards - please see Health and Safety Policy.

Searching Pupils

Head Teachers (and staff authorised by them) have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item. Prohibited items are:

- o knives or weapons
- o alcohol
- o illegal drugs
- o stolen items
- o tobacco and cigarette papers
- o fireworks
- o pornographic images
- o any article that the member of staff reasonably suspects has been, or is likely to be, used
 - i) to commit an offence,
 - ii) to cause personal injury to, or damage to the property of, any person (including the pupil)
- o Head Teachers and authorised staff can also search for any item banned by the school rules which has been identified in the rules as an item which may be searched for (This provision applies to Academies through The School Behaviour (Determination and Publicising of Measures in Academies) Regulations 2012.

When establishing the nature of drug incidents, the Head Teacher will inform, consult and involve others as necessary. Careful attention will be given to respecting the confidentiality of others. It will be necessary to explore a range of factors to determine the seriousness of the incident and there may be a variety of response and sanctions used e.g. counselling, fixed term exclusion, advice and support from outside agencies. Parents/Carers will be informed of any incident involving illegal and other unauthorised drugs (unless this would jeopardise the safety of the pupil).

At Loxdale Primary School the focus for staff will always be the maintenance of the child's welfare. On any occasion where a teacher may have concerns about discharging a pupil into the care of a parent/care under the influence of drugs or alcohol, they will seek advice from the Head Teacher (or person in charge of child protection.)

At Loxdale Primary School all incidents are recorded and stored according to the requirements of the Data Protection Act 2018. Incidents are recorded using the 'Record of incidents involving unauthorised drugs' document (See pg 122 of 2004 guidance)

Police Involvement

At Loxdale Primary School the police will be involved in the disposal of any suspected illegal drugs. We have no legal obligation to report an incident involving drugs to the police; we will do so if we feel that not informing the police will be counter-productive for the school and wider community. We will also contact the police for advice if needed.

Legal drugs: the police will not normally need to be involved in incidents involving legal drugs, but schools may wish to inform trading standards or police about the inappropriate sale or supply of tobacco, alcohol or volatile substances to pupils in the area.

Controlled drugs (including suspected New Psychoactive Substances)

In taking temporary possession and disposal of suspected controlled drugs, staff will:

- Ensure that a second adult witness is present throughout.
- Seal the substance in a plastic bag and include details of the date and time of the seizure/find and the witness present.
- Store it in a secure location, such as a safe or other lockable container with access limited to senior members of staff
- **NOT dispose of the substance.**
- Notify the police without delay, who will collect it and then store or dispose of it in line with locally agreed protocols. (NB **The law does not require a school to divulge to the police the name of the pupil(s) from whom the drugs were taken, but the school should determine their stance on this in advance to ensure consistency of approach**).
- Record full details of the incident, including the police incident reference number if they are involved.
- Inform parents/carers (unless this would jeopardise the safety of the student - in-line with Safeguarding Policy)
- Identify any safeguarding concerns and develop a support and disciplinary response

If there is a significant seizure of a suspected illegal substance schools should;

- Inform the police at an early stage
- Take steps to minimise handling to aid future forensic investigations

Needs of Pupils

At Loxdale Primary School, pupils and parents have access to up-to-date information on sources of help and advice.

Whilst this policy is aimed at reducing the risks around substance use and misuse for all of the school community, it is important to focus on ensuring that young people most at risk receive early and effective support. These include:

- young people with low educational attainment
- poor attendees
- children in care and care leavers
- young offenders
- children of parents misusing substances.

Staff providing support for vulnerable young people will be appropriately trained, supported and supervised to:

- undertake needs assessments (including use of DUST)
- provide substance misuse education
- provide advice and guidance to young people to access specialist services
- identify risk factors and provide wider support with personal skills and aspirations
- provide appropriate intervention and referral for support, treatment or police involvement if considered appropriate.

Referral and External Support

At Loxdale Primary School, we are ready to involve or refer pupils to outside agencies and services if needed. We would refer children with parent/carer permission according to the school's Child Protection Policy and the school's Confidentiality Policy. We would seek advice from the Early Intervention Police Officer.

In Wolverhampton, advice, assessment and referral of young people with substance related issues (either their own or other family members') can be accessed by calling Wolverhampton 360 Single Point of Contact (SPOC) on **0300 123 3360**.

Wolverhampton 360 offers:

- Screening and assessment of referrals
- Information, advice and support for young people and professionals in Wolverhampton
- Support for family and friends
- One-to-one sessions and group activities
- Medical support

More information can be found at www.recoverynearyou.org.uk/site/young-people/

Confidentiality

At Loxdale Primary School the boundaries of confidentiality are made clear to pupils as teachers cannot and will not promise total confidentiality. Sensitive information will be kept in confidence unless it causes teachers to be unable to fulfil their professional responsibilities in relation to: child protection, cooperating with a police investigation and referral to external services. We will make every effort to secure the pupil's agreement regarding the way in which we intend to use any sensitive information. If we need to invoke local child protection procedures this will be carried out according to the school's Child Protection Policy.

Involvement of Parents/Carers

Parents/carers will be informed of any incident involving illegal or unauthorised drugs (unless this would jeopardise the safety of the pupil).

Parents/cares are encouraged to approach the school if they are concerned about any issue related to drugs and their child.

The Role of Governors

Governors have a key role to play in the development of Loxdale's policy on drugs. They are invited to Drugs Awareness sessions and school staff meetings. The Governors will support the PSHE co-ordinator and Head Teacher with following these guidelines. Governors will inform and consult with parents about the Drug Education policy and liaise with the LA and other Health organisations as and when necessary.

Liaison with Other Schools

The local drug situation, the content of drug education, the management of incidents, training opportunities and transitions between schools will be routine elements of liaison between local schools. The PSHE co-ordinator will attend half-termly PSHE Networks to support this.

Policy Review

This policy is reviewed at least every two years.

	Signed Headteacher	Signed Chair of Governors
Date of review: November 2020		
Date of next review: November 2022		

