



Drugs and Alcohol Policy

Policy Control	
Responsible Person:	Catharine Omer
Responsible Governor Team:	Teaching and Learning
Responsible Governors:	Joe Meyer/Paul Kish
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Our school policies are written with the objective of continuously improving the school in our aim of realising the school's vision:

Goudhurst & Kilndown Church of England Primary School will provide a happy, caring and stimulating environment rooted in Christian values in which every child will flourish. We will realise the potential of every child and instil a lifelong love of learning. Our approach to teaching and learning will be inclusive, supportive and innovative and will embrace new education initiatives and leading technology. We will ensure that our children are aware of the world in which they live, understand the need to play an active role within the local and wider community and appreciate the importance of living a sustainable way of life. In partnership with parents and carers, we will help our children to build high self-esteem, independence and resilience and to develop the life skills they need for their future in an ever-changing world.

Our School Values

Goudhurst and Kilndown Church of England Primary School values

Community • Friendship • Joy • Love • Peace • Trust

and all our stakeholders are encouraged to *reflect* upon their learning and their actions

1. Aims and Objectives of the Policy

Goudhurst and Kilndown Church of England Primary School exists to provide the focus for our children to develop to their full potential, both as individuals and as members of the school and wider community in a secure, caring and happy environment. Children, parents, school staff and governors work in partnership for the benefit of all.

As a school, we seek continually to enrich the lives of those entrusted to our care through a broad and balanced curriculum, designed to meet the needs of each child, enabling them to acquire the skills, attitudes and values necessary for life. By regular review, we evaluate progress and develop strategies on the basis of sound educational practice and moral values.

In accordance with our values, this policy aims to set out the school's approach to teaching and learning about drugs and Goudhurst and Kilndown's management of situations involving drugs. National guidance (DfES/92/2004) and the local Drug and Alcohol Education Guidance have informed the policy for Schools (2003).

A drug is defined as any substance which, when taken into the body, affects the chemical composition of the body and how the body functions.

Our school operates a smoke free site and takes the matter of illegal drugs very seriously as part of our Healthy School programme. We are aware of the increasing problem of drug misuse throughout the country and within our community. Our school will play a full part in contributing to efforts across our community to reduce drug misuse. To this end, we are committed to working with our parents. We will ensure parents are informed about their children's drug education, the school rules in relation to drugs and have the opportunity to be consulted about the school's policy and teaching programme.

2. Drug education curriculum

Drug education within the school is mainly delivered as part of the PSHE and citizenship programme. It also forms part of the statutory science curriculum.

The goal of drug and alcohol education is:

For pupils to develop the knowledge, skills and attitudes to appreciate the benefits of a healthy lifestyle, promote responsibility towards the use of drugs and relate these to their own actions, both now and in their future lives.

The learning objectives for drug and alcohol education include:

Attitudes and Values

- to examine own opinions and values, and those of others;
- to promote a positive attitude to healthy lifestyles and keeping self safe;
- to enhance self-awareness and self esteem;
- to value and respect self and others;
- to value diversity and difference within society; and
- to promote a sense of responsibility towards the use of drugs.

Personal and Social Skills

- to identify risks to health;
- to communicate with peers and adults, including parents/carers and professionals;
- to learn how to give and secure help;
- to develop decision-making, negotiation and assertiveness, particularly in situations related to drug use;
- to develop an appreciation of the consequences of choices made;
- to be able to cope with peer influences, and in resisting unhelpful pressures from adults and the media;
- to make choices based on an understanding of difference and with an absence of prejudice;
- to be able to talk, listen and think about feelings and relationships; and
- to develop critical thinking as part of decision-making.

Knowledge and Understanding

- to develop an understanding of drugs and of the effects and risks of using drugs;
- to gain an understanding of how the body functions;
- to gain an understanding of what is safe and appropriate drug use;
- to gain an understanding of the role of drugs in society and the laws and rules relating to their use;
- to gain knowledge of people who can help if pupils have worries and an understanding of confidentiality; and
- to gain an understanding of the changing nature of relationships, including families and friends, and ways of dealing positively with change.

The organisation of the drug education curriculum

A variety of teaching and learning approaches are used in PSHE and citizenship together with carefully selected teaching materials. There is a place for didactic teaching, together with active learning approaches, such as role-play, small group work and problem solving, which more effectively engage pupils in the learning process. Ground rules are used in PSHE and citizenship to establish a safe, secure and supportive learning environment, which emphasises the promotion of relevant personal skills. Pupils are shown respect for personal privacy and time is taken to explain the implications of personal disclosures. The teaching and learning approaches also include a variety of methods and strategies that cater for the range of attainment levels of our pupils and their diverse needs.

We welcome the involvement of visitors from external agencies to complement the core delivery by teaching staff. All visitors are supported in the classroom by a teacher and are informed about the school's drug education policy and the scheme of work for PSHE and citizenship.

3. Confidentiality and child protection

Confidentiality is an important consideration with respect to drugs and the boundaries of confidentiality will be made clear to pupils. If a pupil discloses information which is sensitive and which the pupil asks not to be passed on, the request will be honored unless this is

unavoidable in order for teachers to fulfill their professional responsibilities in relation to: child protection, cooperation with a police investigation or referral to an external service. Teachers cannot and should not promise total confidentiality.

It may be necessary to invoke child protection procedures if a pupil's safety is under threat. In such circumstances the member of staff will inform the nominated child protection officer, of concerns. Relevant examples include a disclosure of illegal drug use by a pupil, and reporting of problematic substance misuse in the family home. Where there is disclosure of illegal substance use by a pupil, parents will be informed in all but the most exceptional circumstances.

4. Drug related situations

A drug related situation is one where there is suspicion, disclosure or observation of the use of unauthorised drugs or the discovery of unauthorised drugs.

We do not allow anyone to possess, produce, supply or offer illegal drugs on the premises in accordance with the Misuse of Drugs Act 1971. Any suspected illegal drugs found, or confiscated, on premises will be disposed of appropriately.

The following will guide staff's response to an incident of drug or alcohol misuse:

- Initial response and investigation;
- Inform senior colleague – who will guide investigation, ensure written record is made and decide about any disposal;
- Consider responses, including whether to contact police – including possible disposal and further searching;
- Contact parents/carers;
- Consider contacting chair of governors, LEA and other support services;
- Consider sanctions/support needs of pupil(s) involved; and
- Draw up and implement action plan.

Any tobacco, alcohol, solvents or illegal substances found on pupils will be confiscated. If necessary a pupil will be asked to turn out their own pockets or bags, with another member of staff present. A personal search can only be carried out by police officer or parent/carer.

Substance misuse at school is a serious matter. If a pupil is discovered with tobacco, alcohol, solvents or illegal drugs, then a fixed period exclusion will be a consideration. More serious disciplinary consequences will be considered, together with support needs and child protection, dependent upon individual circumstances.

The school has the powers, with police assistance if necessary, to remove anyone from the site who is causing a nuisance or disturbance. This includes being intoxicated. The safety of pupils during the journey to and from school is important. If staff have concerns about the safety of a pupil due to parent/carer intoxication then discussion will be held with the adult and consideration given to moving the pupil to a safer environment and/or alternative means of travel home.

5. Health and Safety and medicines

The safety of the individual and of all others on the school site are the most important concern if a pupil, visitor or member of staff is thought to be under the influence of any drug or substance which adversely affects their judgement. Responding consistently within our stated Health and Safety procedures, including, where necessary, the administration of first aid, is the priority.

Should any drug related paraphernalia be discovered on the school site, most will be handled within existing health & safety procedures using safety equipment such as disposable gloves, and will be bagged up and disposed of in the rubbish. A written record will be kept of suspicious paraphernalia. Pupils will be advised to not touch suspect items, such as discarded injecting equipment, but report the matter to a member of staff. The member of staff will ensure safety is maintained, until appropriate disposal of the item(s) is undertaken.

Solvents or hazardous chemicals legitimately used carefully by school staff or pupils and are stored securely in the appropriate area and managed in a way to prevent inappropriate access or use.

The approach to access and administration of medicines is set out in the school's Medicines Policy. The principles underlying this are to:

- recognise individual medical needs and promote inclusion to provide an education for all pupils, supporting their medical needs; and
- undertake to contact parents/carers if a pupil is ill during the school day.

The school provides for the safe and secure storage of medicines:

- all adults are responsible for the secure storage of their own medication; and
- there are first aid kits on the school site, with information about their location.

The school aims, where possible, to enable self-administration of medicines by pupils within a safe and supportive environment. Staff will only administer medicines if written parental consent has been provided and agreed to by the school and the member of staff. This may involve additional training for members of staff involved in offering assistance, which may also include assistance with surgical appliances (eg artificial limbs) and medical aids (eg hearing aids).

Emergency aid

Summoning medical help such as the qualified first aider, or an ambulance is crucial, but in the interim period emergency aid should be applied as follows:

- Move the child or young person as little as possible;
- Put into the recovery position;
- Ensure the mouth is open and unobstructed;
- Keep them warm and quiet;
- Monitor breathing, start artificial respiration if breathing stops or become shallow; and

- Apply chest compression if there is no heart beat.

If staff have any suspicions that a pupil is intoxicated from inhaling a volatile substance, care should be taken to not chase or overexcite the pupil. Strenuous activity for volatile substance misusers can increase the risk of sudden death. The pupil should be kept calm until the effects have worn off.

6. Educational visit/social events

The school's drug education policy applies during school visits and school social events.

During educational visits:

- staff will be briefed about procedures and responsibilities before all visits, which will include the issue of consumption of alcohol and smoking by staff;
- adults should keep any personal medication in a safe place;
- a nominated first aider will be responsible for the safe storage of any pupils' medicines and supervision their administration; and
- pupils will be reminded about the relevant school rules in advance.

School social events:

- at all social events organised by the school the responsibility for the conduct of the pupils present remains with the parent/carer;
- at such events the school 'No Smoking' Policy will be enforced;
- Goudhurst and Kilndown CEP School will not condone the use of any illegal substance by any individual during social activities connected with the school; and
- adults at designated school functions, subject to compliance with licensing law and within reasonable limits, may consume alcohol.

7. Staff matters including training

All staff are expected to work within the agreed policy and their own professional and employment terms and conditions.

8. Implementation, monitoring and review

Implementation of the policy is the responsibility of the Head Teacher and Governors. Opportunities will be made to inform parents about their children's drug education and about wider support and concerns about drugs, both through written information and parents' events.

APPENDIX - Support Agencies

National

- **Talk To Frank** - 0800 776600
www.talktofrank.com
- **Drinkline** – 0800 9178282
www.alcoholconcern.org.uk,
- **ADFAM** – 020 7 928 8898
Waterbridge House, 32-36 Loman Street, London. SE1 0EH.
The national organisation for the families and friends of drug users
www.adfam.org.uk
- **Drugscope** – 020 7928 1211
Waterbridge House, 32 - 36 Loman Street, London SE1 0EE.
DrugScope is a UK charity that conducts research in the drugs field and provides drugs information to professionals and the public.
www.drugscope.org.uk
- **Release – 0207 729 5255**
388 Old Street, London, EC1V 9LT
Also, Drugs in Schools Helpline by RELEASE - 0345 366666
www.release.org.uk
- **RE-SOLV** – 0808 800 2345
30a High Street, Stone, Staffordshire, ST15 8AW
The Society for the Prevention of Solvent Abuse
www.re-solv.org/
- **Childline** – 0800 1111.
Studd Street, London. N1 0QW
www.childline.org.uk

For Parents

www.lifebyles.gov.uk (help drugs/alcohol/healthy eating etc)

Sex and relationships

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

Help al-non – helps people whose lives are affected by drinking/drugs
02074 030888