



The Wordsley School

Business & Enterprise and Music College

Policy on Drug Education and Substance Use and Misuse

Date of Policy: 14/06/2010

Date of Review: 14/06/2012

Staff Responsible:

Mrs M Shearn PSHE Citizenship Co-ordinator

Mr D Kinnaire, Dudley Drug Education Advisor

Mr P Morris, Deputy Headteacher

Mrs N Low, School Health Advisor

This policy supersedes all policies written beforehand.

Development Process

This policy has been formulated by the pastoral team in consultation with the Health promotion Advisory Team service, Parents and Governors. All teaching staff have responded to the policy. Parents, Governors and non teaching staff in the school community have been invited to review our drug policy and have an input on our policy review using pupil's views through PSHE activities is ongoing.

Location and Dissemination

The policy applies to all pupils, staff, parents/carers, governors and partner agencies working with the school, including all visitors. Copies of the policy can be found on the "shared area" for 2009/2010 and on school reception.

The Context of the Policy and it's relationship to other policies

This policy links with our Inclusion Statement, Equality and Diversity Policy, Medicine Policy, Behaviour, Anti-bullying, Health Education Policies, school visits and child protection.

Drug education will be provided in the broader context of the teaching of health and personal and social education which spans both Key Stage 3 and Key Stage 4.

- It will aim to involve parents and encourage them to take an interest (in all health issues).
- It will take account of the age and cultural/social background of the pupils at which it is targeted.
- It will take account of the local circumstance and cultures with the community.

Local and National Guidance.

This policy has been developed in line with DfES Drugs: guidance for schools. DELL guidance and Dudley Healthy School Programme documentation and revised 2008 National Drugs Strategy.

The Purpose of the Policy

The purpose of the 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
- give guidance on developing, implementing and monitoring the drug education programme

- enable staff to manage drugs on school premises, and any incidents that occur, with confidence and consistency, and in the 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

Where and To Whom The Policy Applies

The policy states to the whole school community that the possession, use or supply of illegal and other unauthorised drugs (as designated by the Headteacher) within the school boundaries is unacceptable. The school boundaries when they extend beyond the school premises and perimeters to include journeys in school time, work experience and residential trips. The policy applies to all staff, pupils, parents/carers, governors and partner agencies working with schools.

Definitions and Terminology

The Wordsley School accepts the definition of a drug given by the United Nations Office on Drugs and Crime as:-

"A substance people take to change the way they feel, think or behave". The term drugs refers to all illegal drugs, see appendix 1. P 98, i.e. those controlled by the Misuse of Drugs Act 1971. Legal drugs include alcohol, tobacco, volatile substances, poppers (those giving off a gas which can be inhaled) all over the counter and prescriptions medicines.

UNLESS OTHERWISE STATED!

The schools stance towards drugs, health and the needs of pupils

The school will hold and give individual pupils' prescribed drugs in line with the medicine policy. The first concern in managing drugs is the health and safety of the school community and meeting the pastoral need of pupils. The school will meet any medical emergency with first aid and summoning appropriate help.

Lead Named Co-ordinator

Peter Morris, Deputy Headteacher is the designated senior member of staff with overall responsibility for all drug issues within the school. Marlene Shearn is responsible for planning and the co-ordination of drug education. The lead Governors are Jane Cradock and Margaret Tibbetts who monitor the application and evaluation of the policy and feedback to the governing body. A specialist team of staff will deliver drug education across Key Stages 3 & 4 during PSHE/Citizenship lessons.

The aim of Drug Education

To give pupils the facts, emphasise the benefits of a healthy lifestyle, and help young people acquire the knowledge and skills to make informed and responsible choices now and later in life.

In fulfilling this aim the school will provide:

- information about drugs and health that gives accurate and up to date coverage of the effects of drugs, risks and legal aspects of drug taking;
- opportunity for pupils to develop their abilities to communicate, assert themselves and take responsible decisions, identify risks, and help others, thereby enhancing their competence and self esteem.
- Ensure pupils are clear about where and how support can be accessed.

The Context

Drug education will be provided in the broader context of the teaching of Science PSHE and Citizenship.

- It will aim to involve parents and encourage them to take an interest (in all health issues).
- It will take account of the age, and cultural/social background of the pupils at which it is targeted.
- It will take account of the local circumstances and cultures within the community.

Content, Methods and Organisation

- It will be delivered in a clear and honest manner that informs, rather than sets out to shock or frighten.
- Teaching will be responsive to changing trends in drug misuse and offer a credible and consistent message.
- It will be provided at regular intervals across the Key Stages, as co-ordinated by SMT responsible for Curriculum.
- Teachers and others involved in the delivery will receive appropriate in-service training.
- Drug awareness will be part of the training for all staff.
- It will be regularly evaluated.
- It should provide access to advice or help for pupils with problems or concerns.
- Pupils will be encouraged to reject the misuse of drugs because they believe that to be the right thing to do. Pupils will be encouraged to develop skills to help them resist pressure to experiment with drugs and positive attitudes toward living healthy lives.
- Alongside direct teaching we recognise the value in an interactive approach to learning, including the use of audio-visual materials, role play, group discussion, learning and theatre.

- Encouraged to inform form tutor or any member of staff if they notice anything they are unhappy with and will be heard in a confidential way.
- If outside speakers are involved, their contribution will have been planned as part of an overall programme. Their contribution should complement a teacher-led programme, the tone and content of which should match the age and maturity of the pupils involved. Teachers should at all times be involved so they are able to deal with any follow-up questions or concerns. Visitors will follow guidelines of the DELL Visitor Protocol.
- Children with SEN may need more help than others in understanding what sorts of behaviour are and are not acceptable and desirable, in managing peer influences and in developing the confidence and skills to resist the misuse of drugs.
- The co-ordination, planning, implementation and evaluation of drug education in the curriculum will be the responsibility of the Senior Pastoral Team and DHPSS Co-ordinator.

Teaching and Learning

Content

The aims of the programme are fulfilled through Science, the Pastoral programme, opportunities in extra curricular activities and the ethos of the school. The school actively co-operates with other agencies e.g. DCS and Health Agencies to plan and deliver Drug Education. Visitors who support the school will be informed of this policy.

Staff Support & Training/ Programme of Monitoring and Evaluation

This will be undertaken in the following ways:

Tier 1 Drug and Alcohol course - available to all teachers

- as part of a cycle of tutors meetings and lesson observations. It will be informed by data that becomes available from such sources as the Dudley Lifestyle Survey, staff 'drug updates', and pupil feedback.
- It will also include details of recorded incidents and situations, the number of repeated offences following different kinds of sanctions, the number of fixed term or permanent exclusions - see Appendix 3.
- Annual Governors Curriculum Meeting
- Half yearly meeting with link SMT.

Drug Related Incidents

Illegal drugs have no place in school and are not acceptable within the boundaries identified within this policy. Prescribed medicines within the school will be administered and taken within the guidelines of the prescribed medicines policy.

DEFINITIONS

Drug situation

An event or series of events involving one or more drugs, including planned events, which require further careful observation, investigation, monitoring, management or referral by school staff. (e.g. awareness of solvent sniffing on a nearby estate, discovery of drugs paraphernalia by school caretaker, pupil discloses parental drug use.)

The School Boundaries

The physical boundaries of the school, the school field and immediate environment of school define the extent of the 'school premises' during the school day and the school term. But school rules and expectations of behaviour extend further if pupils visit a library, for example, or leave school to visit an old people's home as part of a community project or work placement or college, whether supervised or not. School boundaries as they apply to conduct also extend to include school trips. This applies particularly during residential trips when staff are on or off duty at different times. This policy will apply throughout the duration of the visit.

The responsibility for pupils welfare is wholly the parents' or carers' when children and young people are at home. The pupil will be subject to this policy for a period of 30 minutes before the start or after the conclusion of a school session or until either the pupil reaches school/ home or whichever shall occur first.

Management

- Members of the Senior Pastoral Team will act as a first point of contact and advice on drug-related incidents. They will work closely with the Head Teacher, who will take overall responsibility for such incidents.
- The school will make clear to pupils that any instances of possession, use or supply (e.g. selling or giving) of drugs on school premises will be regarded with the utmost seriousness.

Signs of Drug Misuse

- Teachers and non-teaching staff should be alert to the warning signs which may indicate that a pupil is misusing drugs.
- Teaching and non teaching staff should be aware of the possible signs on the school site that the premises and grounds have been used for drug misuse and take appropriate action for the safe and secure disposal of dangerous matter.

Pastoral Care and Support for Pupils at Risk

- Where a pupil has been identified by the school as having experimented with illegal drugs or as being at particular risk of doing so, provision of appropriate Connexions/counselling and support within the school's general pastoral arrangements should be made available.
- Full use should be made of external agencies to support an at risk pupil. Appendix 2 - links and contacts.
- The school will display or make available details of local telephone helplines e.g. The Zone for pupils who want to seek confidential advice and support on drug problems.
- Where a pupil discloses to a teacher that he or she is misusing drugs, the teacher while handling the matter sensitively, will make clear to the pupil that he or she can offer no guarantee of confidentiality given the seriousness of drug misuse. A teacher might point to sources of confidential information, advice, including treatment and rehabilitation services if appropriate.

Management of Drugs At School

ILLEGAL DRUGS HAVE NO PLACE IN SCHOOLS!

Prescribed and non-prescribed drugs will only be allowed to be taken by individuals following contact with parents/carers and the child's form tutor in line with the medicine policy. School staff will not give non-prescribed medication unless detailed in the asthma or anaphylaxis policy re medical emergencies. (See Appendix 4)

Alcohol will only be consumed on site in accordance with current legislation.

Smoking cessation support is a priority for families and pupils as part of our extended school development programme.

The school will investigate thoroughly any drug related incident. (Appendix 1) If during the investigation the school decides that the police should become involved then detailed questioning will take place by the police. A range of responses will be considered in line

with local protocols and in response to all the factors outlined. All details of drug related incidents will be recorded, including the police incident reference number and held in the school office.

For all school trips this policy will be implemented. If a pupil breaches the rules and is returned home, parents/carers will meet the cost of these arrangements.

- In all possible search situations there must be two adults and ideally two staff present. Members of staff who suspect a pupil of being in possession of a drug, whether it is a controlled substance or not, with another member of staff to act as a witness, should ask for it to be produced, and if possible, identified.
- In liaison with the Senior Pastoral team, a member of staff may search school property, rooms, desks or lockers when there is reasonable cause to suspect drugs may be inside. Prior consent should always be sought. Individuals should be made aware that if consent is refused the school may proceed with the search. However, where consent is refused the staff dealing with the incident will need to balance the likelihood that an offence has been committed against the risk of infringing the individual's privacy without just cause. (See Appendix 5)
- If it is felt appropriate to search personal property stored within school property eg. A bag or a pencil case in a locker, consent of the pupil will be requested. If consent is refused parents/carers will be contacted. If the parent or carer is unable to persuade the pupil that the search may proceed the police will be called.
- Pupils suspected of being in possession should be asked to turn out pockets, bags or other containers and may be asked to consent to a search of such bags, containers and items turned out from pockets. Staff must not attempt to search without consent and must not undertake a personal search. If a pupil does not co-operate with these requests and staff still have reasonable cause to suspect drugs are in the pupil's possession, police must be called. The pupil must be supervised at all times. The police can conduct a personal search if they believe a crime has taken place, or to prevent harm to themselves or others following an arrest.
- After any search involving pupils parents/carers will normally be contacted by the school, regardless of whether the result of the search is positive or negative.
- When a substance believed to be an illegal drug is surrendered or confiscated it will be placed in a sealable container or plastic bag and labelled with its identity (if known) and the name of the member of staff taking possession. The name of the pupil from whom it was recovered should be recorded. The container or bag should then be stored securely in a safe place until it can be handed to police. The location of such storage should be made confidential.
- Substances known to be legal e.g. Alcohol may after discussion with the Headteacher and when appropriate parents may be disposed of.
- Staff must, as soon as possible, make notes of conversations with pupils, in particular any statements of admission.

- It is important to keep a record of any substance seized, and the officer to whom it was handed.
- Where a member of staff is told, or is aware, of possible criminal activity outside school premises, the matter should be referred to one of the Senior Pastoral Staff. The police should be informed in the interests of safeguarding the health and safety of young people in the area. This would include not only information about the supply of illegal drugs but also, for example, evidence that a local shopkeeper was selling alcohol, solvents or cigarettes in contravention of the law.
- A drug related incident/situation form should be completed by the member of the senior pastoral team managing the incident.
- The Headteacher is to be kept informed/involved in all drug situations/incidents.

Contacting Parents

- Whilst normally as a school we would want to involve parents with any drug related incident, there is no general legal duty for the school to inform parents. There may be legitimate grounds for not immediately informing parents e.g. parents may cause physical injury to the child.
- When parents are contacted, careful consideration must be given to how best to inform them.
- Parents may exhibit a range of responses and where possible the school will provide reassurance, factual information and support.

Discipline

- The school will consider each substance incident individually and would want to develop a variety of responses, incorporating both sanctions and counselling, reflecting the different kinds of drug related offences.
- In cases where it is clear that a pupil is using, selling, 'dealing' or 'pushing' illegal drugs, the Headteacher may decide that a pupil should be excluded. Fixed term exclusions will be appropriate in some cases and permanent exclusion may be warranted as a final sanction. In both cases the school will take steps to ensure that the excluded pupil has access to professional support and advice.

Key Signatories to the Policy

_____	Headteacher
_____	Governors designated to monitor policy.
_____	Deputy Headteacher

Appendix A

Drug Categories

Group A	Group B	Group C
Cocaine	Amphetamines	
Crack	Ritalin	Ketamine
Crystal Methadone	DF 118's	GHB
Ecstasy	Cannabis	Spice
Heroin	Mephedrone	
LSD		
Magic Mushrooms		

Maximum Sentences

Group A	Group B	Group C
Possession - 7 Years	Possession - 5 Years	Possession - 2 Years
Supply - Life	Supply - 14 Years	Supply - 14 Years

More detailed information at:

www.talktofrank.com and www.dudleydrug.net.com

Next Review Date: 2 Years

DAVE PERRETT
ASSISTANT DIRECTOR