



# **Drug and Alcohol Policy**

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**Eastergate C.E. Primary School**

**Adopted by the Full Governing Body  
10<sup>th</sup> January 2018  
Review Date: January 2019**



### Introduction

Eastergate CE Primary School is committed to the health and safety of its Stakeholders and will take action to safeguard their well-being. We will actively discourage the use of illegal substances, alcohol or tobacco and the misuse of glue, solvents, prescribed and over-the-counter medicines. We acknowledge the importance of our pastoral role in the welfare of young people.

### Purpose of the policy

- To support the school in maintaining the safety and well-being of all pupils, staff and visitors
- To clarify legal responsibilities, entitlements and obligations
- To support all the members of the school community by providing clear guidance and procedures on drug related issues to ensure clarity and consistency
- To develop a whole school approach to drug education within the school curriculum

### Definition of drugs

We define a drug as a substance that, when taken into the body, changes the way we feel, the way we perceive things, and the way our body works. This definition includes illegal substances and also legal substances such as alcohol, tobacco, solvents and medicines.

### Rationale

It is our aim to help all pupils to be able to take their place safely in a world where a wide range of drugs exists. We recognise that some drugs have beneficial effects, but also that every drug has potential harm. For this reason, all drugs need appropriate and responsible care and management. In order to be able to make informed choices, staff and pupils need to understand the nature of drugs, their social status, their uses and effects.

### School Boundary

The legal definition of premises of the school includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles or any venue used by the school at the time,



e.g. on a trip or residential. The policy will also relate to pupils use of the premises and grounds beyond the school day.

### **Drug Education**

We will provide all pupils with drug education as an integral part of our Personal, Social and Health Education and Citizenship programme. (PSHCE)

Drug education in our school aims to enable pupils to make healthy informed choices by increasing their knowledge, exploring a range of attitudes towards drug use and developing and practising decision making skills. It is appropriate to the age and experience of our pupils.

It is felt that drug education should start well before the likely age of experimentation. Drug issues will be reinforced throughout the child's education, matching their increasing understanding and maturity.

#### **Key Stage 1**

Children should be introduced to ideas about how to keep healthy and the role of drugs as medicines.

#### **Key Stage 2**

Children should be introduced to the fact that whilst all medicines are drugs, not all drugs are medicines. They should also begin to be aware of the harmful effects on health of abuse of tobacco, alcohol and other drugs.

In line with these proposals drug education will be taught as part of the PSHCE programme. This will be either within class topics or be specifically taught as and when appropriate.

The drug education programme will provide opportunities for pupils to:

- explore attitudes and values around drug misuse.
- practise decision making skills.
- become aware of peer pressure.
- develop assertiveness skills.
- consider the consequences of risk taking.
- learn how to access sources of help and information.
- emphasise the benefits of a healthy lifestyle.
- evaluate media messages on drug use.



### **Use of visitors and outside speakers**

Outside agencies may be involved in the planning and teaching of the drug education programme e.g. PC Bishop (Drugs and the Law). The class teacher is always present when visitors are working with our pupils.

### **Managing Drug Related Incidents**

Pupils, staff and visitors to the premises are made aware of the school's drug policy.

### **Medicines**

The school has a procedure for the administration of medicines that must be followed for everyone's safety.

### **Alcohol**

No alcohol will be consumed during the course of a normal school day. Alcohol is not permitted on the school premises except by the permission of the Headteacher, e.g. at designated social events, subject to licensing laws and with reasonable limits. Any adult under the effects of alcohol will be asked to leave the premises for the safety of the whole school.

### **Tobacco**

The school and its grounds are no smoking areas at all times. Pupils are not permitted to bring to school smoking materials, including matches and lighters. In the interests of health and safety, should a pupil be found in possession of any of these on school premises, they will be confiscated.

### **Solvents**

The school will ensure that potentially hazardous substances are stored safely, and pupils will be supervised if it is necessary that they come into contact with them in the course of their work. Pupils are not permitted to be in possession of products such as solvents and aerosols (the only exception permitted is aerosol Ventolin/any other approved medicines administered in the presence of an adult and stored in a locked medicine cupboard.)



### **Illegal drugs**

No illegal drugs are allowed to be brought on to, or used on school premises. To protect the health and safety of the school community regular checks will be made of the site to ensure that any drug paraphernalia, particularly needles and syringes, are cleared away safely and legally.

### **Incidents**

A drug related incident may include any of the following:

- Finding drugs, or related items on school premises
- Possession of drugs by an individual on school premises
- Use of drugs by an individual on school premises
- Supply of drugs on school premises
- Individuals disclosing information about their drug use
- Rumours or reports of drug possession supply or drug use.

### **Principles**

The school is aware of its legal responsibilities in regard to drug related incidents and in responding to them. The School's first responsibility is for the welfare of the individual, balanced with the need to protect the community as a whole.

The Headteacher will normally be responsible for coordinating the management of drug related incidents, to safeguard children in our care, liaising with outside agencies as appropriate.

### **Procedures**

#### **Medical emergencies**

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
- 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.

### **Finding substances**

If a substance or equipment thought to be either illegal or harmful is discovered it should be removed to a place of safe keeping in the presence of a witness from the teaching staff. If the substance is known or suspected to be illegal the police must be informed. If a substance is found on a pupil the above procedure should be followed and the incident recorded including:

- the date and time of the find or retrieval
- the size and appearance of the substance
- the names of those concerned
- the action taken

Any equipment associated with drug misuse should be handled with care, recorded and in the case of such items as needles and syringes, they should be placed in a secure and rigid container for collection by the appropriate person. If these are found on a pupil, the pupil's parents should be informed.

### **Searching**

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.

In an emergency arising from an incident involving abuse, the well-being of the pupil is paramount. In all instances:

- separate the child involved from the rest of the group.
- decide and implement the next best step in terms of the child's welfare.
- inform parents.



### **Supply of illegal substances**

It is an offence to produce or supply any controlled drug on school premises. The police will be involved in such circumstances.

### **Returning articles which have been confiscated**

Articles confiscated and not required by the police must be returned to parents. They will be informed in writing within 24 hours of articles confiscated and an explanation given as to why it is inappropriate to return the article to the child. It will be made clear that there is a time limit of one week for the items to be recovered or they will be disposed of by the school.

### **Recording**

All incidents will be recorded within 24 hours.

### **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 honoured unless this is unavoidable in order for teachers to fulfil their professional responsibilities in relation to: child protection, cooperation with a police investigation or referral to an outside agency. 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. 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.

### **Staff Training and Support**

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

Training will be available to all staff on: basic awareness of drugs (including alcohol), emergency procedures, procedures in the event of an incident, confidentiality and



disclosure, and awareness of the drug education teaching programme within PSHCE and citizenship and its consistency with the school's values.