



ROWDEFORD SCHOOL

POLICY ON DRUGS

This policy should be read in conjunction with the school's policy on Police Involvement in the School

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 the potential to 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 their effects.

1. AIMS

The aim of this policy is:

To support the school's endeavour to maintain the safety and well-being of all pupils, staff and visitors

To clarify legal responsibilities, entitlements and obligations

To support all 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 in the context of the school curriculum.

2. BROAD GUIDELINES/PRINCIPLES

DEFINITION OF DRUGS - for the purposes of this policy, drugs are defined as '*substances which, when taken into the body, change the way we feel, the way we perceive things, and the way our body works.*' This includes illegal drugs and also legal drugs, such as alcohol, tobacco, solvents and medicines.

THE SCHOOL'S STANCE ON DRUGS - Rowdeford School is anti-drugs and will treat all cases of drugs use on site (including school trips and visits) as serious misconduct. Rowdeford School is a No Smoking site.

KEY ROLES AND RESPONSIBILITIES

- The Headteacher and, ultimately, the Governors, are responsible for this policy, its implementation and review.
- The Deputy Headteacher is the school's Drugs Co-ordinator and is responsible for ensuring the effective delivery of the school's Drugs Education Programme, and for liaising with parents and outside agencies in relation to drugs education matters.
- The Drugs Co-ordinator, in consultation with the Headteacher, is responsible for deciding how to respond to drugs-related incidents in school.
- The PSHE Co-ordinator is responsible for delivering the school's Drugs Education Programme.

CURRICULUM CONTENT

- The school will deliver a programme of drugs education in accordance with statutory and LEA requirements/guidelines.
- The curriculum will include coverage, as appropriate, of the full range of drugs pupils may encounter. *(A summary of the school's Drugs Education Programme is attached)*
- The school's Drugs Education Programme will seek to:
 - ~ Empower pupils and equip them to make responsible, informed decisions, including the fact that they are responsible for their own decisions and actions relating to medicines, alcohol, tobacco, solvents and controlled drugs
 - ~ Develop self-esteem, self-awareness and healthy attitudes towards themselves, their bodies, others and their environment
 - ~ Develop knowledge, skills and attitudes that promote positive ways of taking responsibility and the concept of enjoying life through positive outlets
 - ~ Provide information about both prescribed drugs and medicines and illegal drugs, their effects and associated health risks
 - ~ Enable young people to identify and access sources of advice and support in relation to drugs
 - ~ Encourage understanding of those experiencing, or likely to experience, drugs use.

CURRICULUM DELIVERY

The school's Drugs Education Programme will be delivered through its PSHE Programme, and will:

- ~ Be 'spiral' in nature, that is to say, relevant to age, experience and maturity
- ~ Incorporate active and varied teaching and learning styles
- ~ Integrate and make cross-curricular links with Science and other curriculum areas, as appropriate
- ~ Enlist, as appropriate, the support of relevant outside agencies including, for example, the police, school nurse, etc (in this respect measures will be taken to ensure that their contribution is integrated into the school's overall programme, that messages are consistent with the school's approach, and that input is planned and delivered in conjunction with the subject teacher).

CURRICULUM MONITORING AND EVALUATION

The school's Drugs Education Programme will be regularly monitored and evaluated, including obtaining feedback from pupils.

3. MANAGING DRUGS AND DRUGS-RELATED INCIDENTS

Rowdeford School is a drugs-free community and this policy covers the possession, use or exchange of any drugs included in this policy, whether by pupils, staff or other adults on school premises.

ROUTINE ARRANGEMENTS

MEDICINES - refer to the school's Policy on the Administration of Medicines.

ALCOHOL AND TOBACCO - alcohol is only permitted on site for appropriate adult functions, eg fund-raising events and end of term/year staff parties, etc. Under no circumstances is it permitted for alcohol to be stored on site. All alcohol must be brought on site and removed on the day of the function. The school is a No-Smoking site.

SOLVENTS - under no circumstances are pupils permitted to bring any form of solvent onto the school site – including aerosols and adhesives. All solvents necessary to deliver the curriculum and clean the premises will be purchased, stored and used in accordance with COSHH (Control of Substances Hazardous to Health) procedures.

ILLEGAL DRUGS - all illegal drugs are strictly prohibited from the school site.

INCIDENTS

The school will make a measured and proportional response to all cases of:

- Suspicion/rumour of drugs use
- Disclosure of own or someone else's drugs use
- Discovery of the possession, use, supply of drugs or drugs paraphernalia
- Intoxication
- Medical emergency involving immediate Health and Safety risk.

GUIDING PRINCIPLES IN RELATION TO INCIDENTS

- All incidents involving the use of drugs will be managed through the school's designated Drugs Co-ordinator.
- The Drugs Co-ordinator will make a calm and considered response to verifiable facts, taking each situation on its merits.
- The school's first responsibility will be for the care and welfare of the individual concerned, balanced with the need to protect the community as a whole.
- The parents/carers of the individual concerned will be informed/involved in all incidents of drugs use.
- The school will exercise discretion over the involvement of the police (through the School and Youth Affairs Officer in the first instance) or other support agencies, in any given case.
- In all cases of the use, or suspected use, of drugs staff may:
 - ~ Send for a member of the Senior Management Team
 - ~ Send for a First Aider if there is a medical dimension
 - ~ Detain the pupil in an appropriate place until a senior staff member arrives
 - ~ Record details of the incident as soon as is practicable.

FOLLOW-UP PROCEDURES

- DISCIPLINARY RESPONSES - sanctions will be considered on the basis of their appropriateness to the individual offender, and may involve Fixed Period Exclusion. The use of Permanent Exclusion will be restricted to exceptional cases.
- CARE AND SUPPORT - provision for help, advice and counselling will be considered, either within the school's pastoral system or drawing on outside agencies, as appropriate.
- COMMUNICATING AND RECORDING
Full, confidential records will be maintained of all cases of drugs use
All cases of drugs use must be reported to the Headteacher who will, in turn, inform the Governing Body.

4. CONFIDENTIALITY

Complete secrecy can never be promised to a pupil, though information given in confidence will not generally be disclosed to anyone else. If a pupil chooses to disclose that they are using a drug without medical authorisation, particularly when seeking support, this information will not be used against them. However, action will be taken to ensure that the pupil comes to no serious harm if this is considered a significant risk. Staff have a commitment to inform the pupil in advance of any disclosure of information to others and, if possible, enable the pupil to be involved in the process. Staff are committed to protecting a young person's anonymity where

their disclosure may implicate others. Regarding disclosures, staff need to carefully define, and communicate, the boundaries of confidentiality offered.

5. STAFF TRAINING AND SUPPORT

- 5.1 The school recognises the need for staff to receive appropriate training to support its work in relation to drugs education and the wider implementation of this policy.
- 5.2 It is the responsibility of the school's Staff Training and Development Co-ordinator, in conjunction with the school Drugs Co-ordinator, to identify and access, on behalf of staff, appropriate training opportunities.

6. LINKS TO OTHER POLICIES

This policy should be read in conjunction with the school's policies on Behaviour, Anti-Bullying, PSHE and Citizenship, Medication, Health and Safety, Child Protection, Equal Opportunities and the School Improvement Plan.

7. DISSEMINATION, MONITORING AND EVALUATION

DISSEMINATION

- 7.1 The full Policy on Drugs will be:
 - Published in the Staff Handbook
 - Issued to, and agreed by, all Governors
 - Available, on request, to all parents, visitors or members of the wider community.
- 7.2 The Drugs Policy will be summarised/referred to:
 - In the School Prospectus
 - In the School Newsletter.

MONITORING AND EVALUATION

- 7.3 This policy will be monitored by the school's Drugs Co-ordinator on an ongoing basis. Relevant data and issues emerging from monitoring will be communicated, as appropriate, at staff meetings and Governors' meetings.
- 7.4 An overall review of the impact and effectiveness of this policy will be implemented in accordance with the School Improvement Plan.

8. POLICY REVIEW

This policy will be reviewed and evaluated by the Deputy Headteacher on an annual basis, and by the Governing Body in accordance with the school's Policy Review Schedule.

This Policy was reviewed in November 2016 and endorsed by the Governing Body at their meeting of 5 December 2016

Signed.....
(Clerk to the Governors)

Date.....