

ST. LAWRENCE CHURCH OF ENGLAND SCHOOL



DRUG EDUCATION POLICY

Adopted: June 2009

Reviewed: November 2016

Next Review: November 2018

MISSION STATEMENT

A family founded on Christian values working and worshipping together, sending out happy, confident children achieving their full potential.

OPENING STATEMENT

School Drug Education Policy

In line with our mission statement, the staff and governors of St Lawrence CE Primary School aim to provide our pupils with the knowledge, understanding and skills that enable them to make informed choices that lead to a healthy lifestyle and develop to their full potential. Our drugs education programme teaches the pupils about the dangers posed by drug use and aims to equip them with the skills that enable them to make informed decisions in relation to drugs in society.

Priorities include:

- developing language /communication skills (including ICT)
- nurturing emotional well-being and self-esteem
- ensuring all pupils make progress, achieve and enjoy learning so that they become:
 - Successful learners
 - Confident individuals
 - Responsible citizens

Objectives

In conjunction with our Medicine Policy, PSHE Policy and Behaviour for Learning Policy, the objectives of our drug education programme are 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
- To clarify the school's approach to drugs for all staff, pupils, governors, parents/carers, external agencies and the wider community
- To 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 best interests of those involved
- Ensure that the response to incidents complements the values and ethos of our school

Our policy extends to include all members of the school community and any visits that take place during school hours including residential visits

Definition of Substances

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 think, feel or behave".

In this policy the term 'drug' refers to

- legal substances such as alcohol, tobacco and solvents/volatile substances
- medicines - prescription and 'over the counter'
- illegal substances

It also recognises that any drug can be potentially dangerous.

The School's Approach to Drugs, Health & Safety and the Needs of Pupils

Specific Drugs

- Smoking - St Lawrence CE Primary School is a non-smoking school. This extends to cover our grounds.
- Alcohol - Alcohol is not normally permitted on school grounds. The exception to this may be when alcohol is offered as a prize to those over 18.
- Medicines - Refer to medicines policy
- Solvents - Staff are advised to follow good practice when using these products (i.e. in a well-ventilated area without children present)
- Illegal substances are not permitted on school premises under any circumstances.

SECTION TWO

Curriculum Issues

The PSHE Co-ordinator is responsible for planning, resourcing and maintaining the Drugs Education Programme. Content and delivery is in line with agreed standards (refer to 'The Right Choice,' 'The Right Approach' and LEA Healthy Schools Quality Standards) and every effort will be made to ensure that the programme will be appropriate to the age and experience of the pupils. Research has been conducted to enable the school to match the programme with pupil need. (It is advised that primary schools conduct the Draw and Write investigation technique 'Jugs and Herrings' which provides insight to pupil perceptions of the world of drugs.)

Aims of Drug Education at St Lawrence CE Primary School

- to create a positive climate in which teaching and learning take place where pupils feel comfortable to discuss their perceptions of drug use
- to help raise and maintain pupil self esteem
- to develop knowledge and understanding of drugs and medicines and how they are used/misused
- to provide a variety of learning experiences encouraging the development of personal skills and the exploration of values and attitudes
- to develop decision making and risk assessment skills
- to enable pupils to recognise positive and negative influences
- to encourage pupils to develop healthy lifestyles
- to use 'active' teaching and learning methods which are predominantly pupil centred

Content

Arrangements for provision of drug education should be outlined. The 'home' of drug education is within the school PSHE programme and the statutory elements of the National Science Curriculum.

See DfES example of a drug education programme in appendix. This illustrates topics which might be covered at each key stage under the headings Knowledge & Understanding, Skills and Values & Attitudes. Timetabled PSHE/Circle Time sessions throughout the school led by class teachers will be the main mechanism for delivery.

Resources

- Online resources through Lancsngfl
- Lancashire Learning Excellence Scheme of Work
- Life Education Bus
- School Nursing Team
- SEAL

Visitors and Outside Agencies

Visitors and agency professionals can be of value but care is needed to integrate their input into the teacher led programme. If the programme is dependent upon 'experts' it may convey the message that drugs are 'special' and beyond the remit of teachers. This can have negative consequences and may increase the desire for pupils to experiment. Visitors should be aware of the school drugs policy and issues of confidentiality (see below). Teachers should be present during any additional input which is best delivered in partnership.

Confidentiality and the Classroom

The essence of a confidential relationship is openness and agreement about what, if anything will happen to information disclosed between the two people. It need not always take the form of a promise of secrecy.

Our school has a confidentiality policy / statement which is clear and agreed within our child protection policy. All staff members are aware of the policy:

- Pupils should be aware of the boundaries of confidence before disclosures are made
- Staff should never offer absolute confidentiality as they are obliged to share information relating to abuse in line with child protection procedures
- There is no legal requirement for staff to disclose information relating to pupil drug use although parents will normally be contacted and other agencies may be involved where appropriate
- When considering the involvement of other agencies the implications for all parties should be carefully considered
- In law children of 16 years of age have rights to confidentiality as do those under 16 who are of a 'mature nature'
- All situations should be accurately recorded, including the school responses and monitoring of pupil progress
- Records should be stored in a secure place (a record sheet is provided in 'The Right Responses')

Drug Misusing Parents:

Children of drug using parents are identified as an at risk group. However, drug use by parents does not in itself indicate child neglect or abuse. Where schools become aware of family drug use it is advisable to contact an appropriate agency for advice prior to any action. Issues of confidentiality should be carefully considered.

SECTION THREE

Substance Related Incidents

The management of drug-related situations should be co-ordinated through a senior member of staff who is named in the policy. ('The Right Responses' p7)

- Substance-related incidents will be taken seriously
- Each incident will be considered individually based on the particular set of circumstances
- The school will balance sanctions, support and education to ensure the well-being of the school community
- A range of responses / sanctions may be used including the involvement of outside agencies

At St Lawrence CE Primary School the definition of a drug related incident is considered to be:

- Drugs or associated paraphernalia are found on school premises
- A pupil demonstrates, perhaps through actions or play, an inappropriate level of knowledge of drugs for their age
- A pupil is found in possession of drugs or associated paraphernalia
- A pupil is found to be supplying drugs on school premises
- A pupil, parent/carer or staff member is thought to be under the influence of drugs
- A staff member has information that the illegitimate sale or supply of drugs is taking place in the local area
- A pupil discloses that they or a family member/friend are misusing drugs

Please refer to our Medicine Policy for our procedures for dealing with medication in school

When responding to incidents care should be taken to avoid overreacting to drug use and underreacting to drug misuse. National strategy aims to reduce drug related damage to young peoples' potential - care should be taken to ensure that sanctions do not adversely affect potential to a greater degree than the substance misuse.

The flow charts and record sheet provided in 'The Right Responses' (see p.7) can be implemented. Secondary schools may wish to adopt the procedures described in 'Managing Drug Related Incidents a partnership approach' (LEA/Lifeline)

Dealing with Drug Paraphernalia

Needles or syringes found on school premises will be placed in a sharps bin to be disposed of by Preston City Council. Our morning cleaner makes daily checks of the school grounds.

Disposing of Suspected Illegal Substances

The law permits school staff to take temporary possession of a substance suspected of being an illegal drug for the purpose of preventing an offence from being committed or continued in relation to that drug. Schools are advised to:

- Ensure that a second adult witness is present
- Seal the substance in a plastic bag and include details of the date and time of the find and the witness present
- Store it in a secure location with access limited to two senior members of staff
- Without delay notify the police who will collect it and then store or dispose of it. The law does not require a school to divulge to the police the name of the pupil from whom the drugs were taken
- Record full details of the incident including the police incident reference number
- Inform parents and carers unless this would jeopardise the safety of the pupil

Support for Staff:

School personnel are not immune from substance related problems. The LEA Schools Teaching Personnel Handbook contains guidance.

The school addresses the welfare and pastoral needs of the pupils in our care:

- Active supervision of pupils
- Procedures for the storage of potentially hazardous materials (chemicals etc.) as outlined in our Health and Safety policy
- Daily checking of school and grounds for discarded syringes etc.
- Provision of first aiders and equipment (See the first aid cupboard in the entrance hall for further information).

SECTION FOUR

Training

The school co-ordinator will receive on-going, appropriate training. Details of relevant courses will be made available to staff and relevant INSET provided. The headteacher will ensure that all staff are adequately supported and trained.

Headteacher and Governing Body

The Headteacher takes overall responsibility for the policy and its implementation, for liaison with the Governing Body, LEA, parents and agencies. The headteacher is responsible for the appointment of the teacher with responsibility for drugs education. As with other matters concerning the direction of the school, the Governing Body has been involved in the development of this policy and is actively involved in responses to this issue.

Parents

The school considers support of parents essential and will endeavour to ensure that parents are informed of developments in our programme.

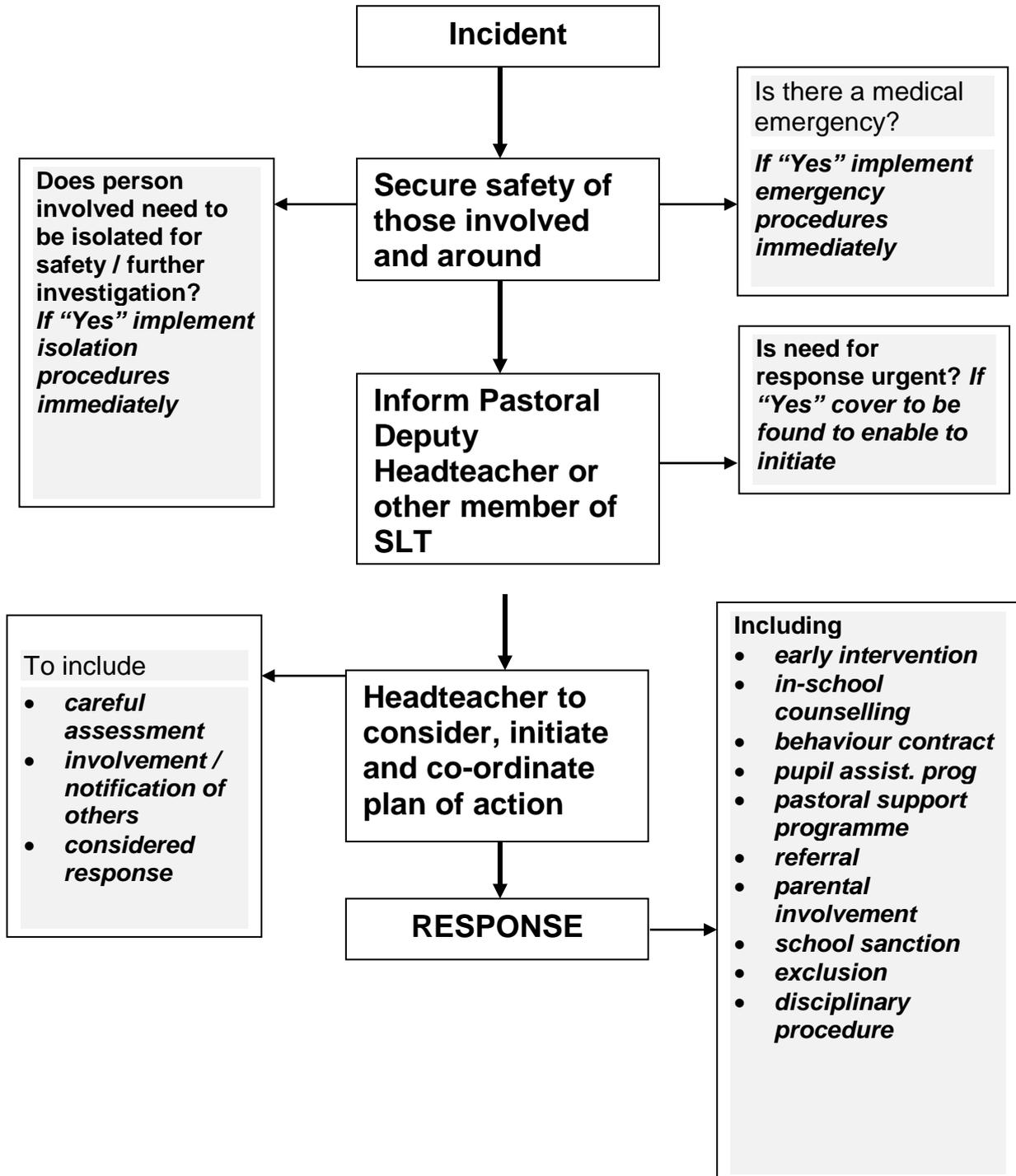
This policy is about keeping students, staff and the whole school community safe and about managing any problems and issues that drug use might bring. It is not about punishment, labelling or unnecessary exclusion.

For the purposes of this policy, a distinction is made between incidents that are "**discovered**" and incidents that are "**disclosed**".

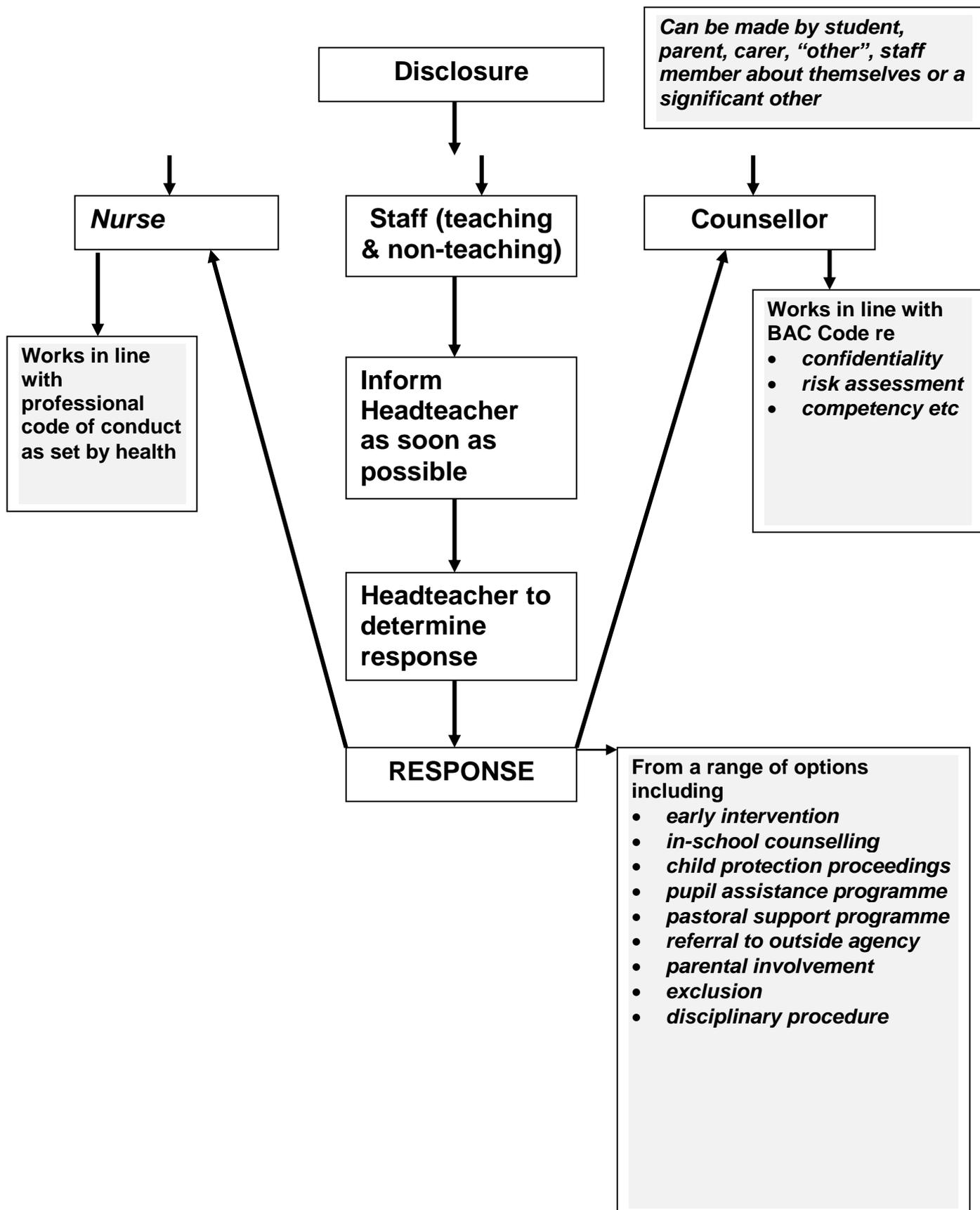
- "**discovered**" - *refers to an incident where there is evidence or suspicion that an individual or group are in possession of unauthorised drugs during school time, using drugs during school time, intoxicated during school time, supplying unauthorised drugs during school time, cultivating unauthorised drugs on school premises, or involved in any of these activities out of school hours.*
- "**disclosed**" - *refers to an incident where an individual or group disclose a concern, issue and/or problem associated with drugs. Any such disclosure may be about themselves or others.*

THE RIGHT REPSONSES

A) **Discovered** - the process is as follows for all unauthorised substances **except tobacco** which will be managed in line with existing procedures laid out in the behavioural policy;



B) **Disclosed** - the process is as follows for all unauthorised substances including tobacco;



In both circumstances, the headteacher will be informed at the earliest possible opportunity about the incident / disclosure, what initial actions have been taken and who else is involved.

With the exception of a medical emergency, all subsequent actions will be decided by the headteacher these **might** include:

- notification of Chair of Governors,
- notification of parents / carers,
- notification of police,
- responsibility for assessment of the situation,
- completion of incident records,
- notification / involvement of other staff,
- support to be sought from others including outside agencies, LA, Young People's Treatment Services etc,
- recommendations regarding sanctions,
- aftercare arrangements.

Managing serious incidents

In the event of a drug-related incident involving serious injury or death the standard serious incidents procedure will be implemented.

SECTION FIVE

KEY DOCUMENTS

Drugs: Guidance for Schools - DfES February 2004

The following have been distributed to all schools in Lancashire through the LEA:

The Right Choice: Guidance on Selecting Drug Education Materials for Schools

The Right Approach: Quality Standards in Drug Education

The Right Responses: Managing and Making Policy for Drug-related Incidents in Schools

(Further copies of all the above can be obtained free from DfEE publications - 0845 602 2260)

Managing Drug Related Incidents - a partnership response (Secondary phase) LCC / Lifeline

'Joint Efforts' Board Game (Secondary phase) LCC

USEFUL CONTACTS

LEA Teacher Advisers, SCPT, Unit 2, Chorley West Business Park, Ackhurst Rd.
Chorley
PR7 1NL
Telephone 01257 226900
Fax 01257 226914

Lancashire Drug Action Team, 143/161 Corporation Street, Preston PR1 2UQ
Telephone 01772 532482 Email ldat@lancsdat.lancscc.gov.uk

Lifeline East Lancs, 68/70 Darwen Street, Blackburn, BB2 2BL
Telephone 01254 677493
Fax 01254 677503

Drugline, 2 Union Court, Union Street, Preston, PR1 2HD
Telephone 01772 253840
Fax 01772 887927

NW Health Young Person's Substance Misuse Service
Telephone 01772 881405

Lancaster & Morecambe Youth & Community Office, PO Box 604, Whitecross
Education Centre, Quarry Road. LA1 3SF
Telephone 01524 581171

Burnley Youth & Community Office, 14 Nicholas Street, Burnley, BB11 2AW
Telephone 01282 831040

Pendle District Youth & Community Office, Byron Road, Colne, BB8 0BQ
Telephone 01282 862850

Early Intervention Drugs Project
Telephone 01282 862566 or 01282 863102
Mobile 07887 831786

Rosendale Youth & Community Office, 1 Grange Street, Rawtenstall, BB4 7RZ
Telephone 01706 225180

Rosendale Detached Work Project
Telephone 01706 225180

'What Now?' Information & Advice Line
Telephone 0800 51 11 11 (10.00 am - 10.00 pm)
Text 07786 51 11 11

Email www.q2a.co.uk

Drug Support Project - XS, 1 Wellington Street, Morecambe
Telephone 01524 414003
Mobile 07766 423498 or 07766423499

Wyre Youth & Community Office, College House, 73 Breck Road, Poulton-le-Fylde,
FY6 7AD
Telephone 01253 896552

Ribble Valley Youth & Community Office, Lancashire House, The Sidings Business Park,
Whalley, BB7 9SE
Telephone 01254 824544

Drugs Education Project, Youth & Community Office, Lancashire House, The Sidings
Business park, Whalley, BB7 9SE
Telephone 01254 824544

Fylde Youth & Community Office, Rural Youth Base, Chapel Walks, Kirkham, PR4 2TA
Telephone 01772 682548

"Junction" - Drug Support Project, Rural Youth Base, Chapel Walks, Kirkham, PR4 2TA
Telephone 01772 682548
Mobile 07192 27459

Preston Youth & Community Office, East Cliff County Offices, Preston
Telephone 01772 261805

South Ribble Youth & Community Office, 2 Balfour Court, Leyland, Preston, PR25 1TD
Telephone 01772 457845

South Ribble Drug Support Team, Leyland Youth & Community Centre, West Paddock,
Leyland, Preston, PR25 1HR
Telephone 01772 457107

West Lancs Youth & Community Office, Greetby Buildings, Derby Street, Ormskirk,
L39 2BT
Telephone 01695 585761 / 2 / 3

Chorley Youth & Community Office, 55 Union Street, Chorley, PR7 1EB
Telephone 01257 268251

Substance Misuse Project, 'What Now?' Information Centre, 55 Union Street, Chorley,
PR7 1EB
Telephone 01257 266177

Hyndburn Youth & Community Office, Great Harwood Youth & Community Centre,
Lowerfold Road, Great Harwood, Blackburn
Telephone 01254 876295

HEALTHY SCHOOLS SPECIALISTS

Rose Roberts (Primary Schools), Healthy Schools Specialist
Morecambe Bay Primary Care Trust (PCT), Health Promotion Unit, Community Services,
Slyne Road, Lancaster, LA1 2HT
Telephone 01524 386128

Angela Norris (Secondary Schools), Local Healthy Schools Specialist
Morecambe Bay Primary Care Trust (PCT), Community Offices, Slyne Road, Lancaster,
LA1 2HT
Telephone 01524 386128

Chris Johnson, Local Healthy Schools Specialist
Wyre PCT, Trust Headquarters, Derby Road, Wesham, PR4 3AL
Telephone 01253 789170

Louisa Balderson, Healthy Schools Specialist
Fylde PCT, Units 44B and C, Orders Lane, Kirkham, PR5 2TZ
Telephone 01772 686031

Brenda Larkin, Healthy Schools Specialist
Preston PCT, Public Health Directorate, The Preston Business Centre, Watling Road,
Preston, PR2 8DY
Telephone 01772 645623

Carrie Wilkinson, Public Health Development Specialist
Chorley & South Ribble PCT, Jubilee House, Centurion Way, Leyland, PR26 6TR
Telephone 01772 644472

Amanda Gordon, Local Healthy Schools Specialist
West Lancashire PCT, Ormskirk and District General Hospital, Wigan Road, Ormskirk,
L39 2JW
Telephone 01695 598417

Sheridan Townsend, Local Healthy Schools Specialist
Hyndburn & Ribble Valley PCT / Burnley, Pendle & Rossendale PCT
33 Eagle Street, Accrington, BB5 1LN
Telephone 01254 356866

Health Promotion England (for ordering free campaign materials)
Telephone 01304 614731