



# **Hardenhuish School Drugs Policy**

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Manager**



# Hardenhuish School

## Drugs Policy

### **Purpose of the Policy**

- To support the School's aim to maintain 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 in the context of the school curriculum.

### **Key roles and responsibilities**

The Curriculum Leader for SMSCE (Spiritual, Moral, Social and Cultural Education) is responsible for the development of this policy in consultation with the Leadership Team and Governors.

### **Inclusive definition of drugs**

This policy defines a drug as a substance which, when taken into the body, changes the way a person feels, the way s/he perceives things and the way the body works. This definition includes illegal substances and also legal substances such as alcohol, tobacco, solvents and medicines.

### **Rationale/key principles**

It is the School's aim to help all pupils to be able to take their place safely in a world where a wide range of drugs exists. It is recognised 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.

### **Boundaries, including relevance of the policy to school trips and visits**

This policy applies to the premises of the School (including buildings, outbuildings, playgrounds, playing fields and other land within the School's designated boundaries) and also extends to include other settings used for school business (including modes of transport and different locations for school trips/visits) .

## **Drugs Education**

### **Context**

Drugs Education is an integral part of Personal, Social, Health & Citizenship Education (PSHCE) delivered by the PSHE faculty throughout both Key Stages 3 and 4. Some aspects of Drugs Education are also delivered as part of the science curriculum.

### **Ethos**

The School's Drugs Education aims to enable pupils to make informed healthy choices by increasing their knowledge and understanding of different drugs and through exploring a range of attitudes towards drug use. The programme followed is based on national and local guidelines for good practice and is appropriate to the age and experience of the pupils.

### **Content and delivery**

Teaching is based on an understanding that a variety of approaches should be used in order to meet the differing needs and learning styles of pupils. It is recognised that active or participatory learning styles can be particularly helpful in developing skills, knowledge and values. (See appendix for further details).

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

The School's Drugs Education is supported by Wiltshire Police and the local Schools' Liaison Officer who assist in teaching all Year 9 PSRE classes, and members of Alcoholics Anonymous who visit Year 11 PSHCE classes to talk about their experiences of alcohol addiction. Care is taken to negotiate the use of visitors in line with the protocol for using visitors in

Wiltshire Schools, so that their contribution fits the needs of the curriculum and they are clear how their input fits into the planned programme. The class teacher is always present when visitors are working with pupils.

### **Evaluation**

The programme is regularly evaluated through recorded pupil feedback and staff meetings.

## **Routine arrangements**

### **Prescription Drugs**

Pupils who need to take prescription drugs should leave these with the First Aid Officer (or a designated member of staff in her absence) and take them in her presence. The only exception is when the parent has requested something different in writing and this is acceptable to the school. The aim of this procedure is to ensure the safety of the pupil and others on the campus.

On school trips the trip leader will assume responsibility of prescribed medication and first aid. A medical risk assessment of all pupils will always be undertaken prior to any trip and all consent sought.

### **Alcohol**

Alcohol is not permitted on the school premises except during a function organised outside of school hours with the Headteacher's approval (e.g. Governors' Awards Ceremony or Friends of Hardenhuish School event). Apart from such occasions no alcohol should be consumed by anyone during the course of a normal school day.

Pupils are not allowed to consume alcohol on school trips. However, on certain occasions under staff supervision, Sixth Form students who are old enough (according to the law of the host country) will be allowed to drink alcohol (e.g. a glass of wine with a meal) when deemed appropriate by the Trip Leader. It is recognised that staff can have an important role in demonstrating responsible alcohol consumption to students.

### **Tobacco**

The School is a no smoking site at all times. Pupils are not permitted to carry smoking materials, including matches, lighters or any other smoking related paraphernalia. In the interests of health and safety, a pupil found in possession of these materials will have them confiscated and home will be informed.

Smoking is not allowed on school trips.

### **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.

### **Illegal drugs**

No illegal drugs are permitted to be brought on to, or used on school premises, or on school trips. To protect the health and safety of the school community, the school site is inspected regularly and cleared of all debris. If drug paraphernalia, particularly needles and syringes, are found these will be reported to the police and then disposed of safely and legally.

### **Incidents**

A drug related incident may include any of the following:

- Finding drugs, or related paraphernalia on school premises
- Possession of drugs by an individual on school premises or school trip
- Use of drugs by an individual on school premises or school trip
- Supply of drugs on school premises or school trip
- Individuals disclosing information about their drug use
- Reports of drug possession, supply or drug use

### **Guiding principles**

The School is aware of its legal responsibilities in regard to drug related incidents and in responding to them and works in line with national and local guidance as outlined in *Wiltshire's Drugs Guidelines for Schools*. The School's first responsibility is for the health and safety of the school community and meeting the pastoral needs of pupils.

The Deputy Head for Pupil Support, or other designated member of staff, will normally be responsible for co-ordinating the management of drug related incidents, offering sources of support and liaising with outside agencies. Incidents will be dealt with after making an assessment of the situation and be reported to the Headteacher. Appropriate support will be offered to those with substance misuse problems. Evidence of drug use or possession will be taken seriously and the School will respond appropriately to each individual case by selecting from a range of possible actions; any sanctions will be in line with DFE guidance on exclusion.

## **Procedures (to be applied both in school and on school trips)**

### **Medical Emergencies**

If an individual is unconscious, is having trouble breathing, is seriously confused or disorientated, has taken a harmful toxic substance or is otherwise at immediate risk of immediate harm, medical help will be sought and appropriate first aid given. The priority will be the pupil's safety.

### **Discovery of unauthorised substances and paraphernalia**

As explained above, the school site is inspected regularly and cleared of all debris. If drug paraphernalia, particularly needles and syringes, are found these will be reported to the police and then disposed of safely and legally.

### **Individuals in possession of drugs**

If any pupil or adult on school premises is found in possession of an unauthorised drug it will be confiscated whenever possible. If the drug is suspected to be illegal, the school will discuss the matter with its Schools' Liaison Police officer. If the substance cannot be legally destroyed or disposed of, it will be handed to the police as soon as possible and not stored for any longer than is necessary. Talking with an individual about a drug related incident will have as its purpose to confirm or reject suspicions or allegations, rather than to conduct a wider investigation. Parents of pupils will be informed and other professions may be informed or consulted as appropriate, such as the Local Authority, Young Persons Substance Misuse Service, Youth Service, Police, School Health Service, Social Services etc.

If a member of staff suspects a pupil of concealing an illegal substance on their person or in a bag, the pupil will be asked to empty their pockets/bag. If a pupil refuses to hand over a suspected illegal substance he/she will be detained under close supervision until the police arrive to carry out an investigation.

### **Support for pupils**

The safety and well being of pupils are paramount. To that end the School will ensure that pupils involved in drug-related incidents should be given appropriate help and guidance, and enabled to continue with their education even when exclusion is necessary.

Following actions taken to ensure pupil safety, the health and emotional needs of pupils will be considered. Support will be provided through the pastoral support system with Pastoral Managers liaising with parents and other support agencies. Further action will be taken if a pupil shows signs which indicate he/she is at continued risk of involvement with drugs, whether through their own use or that of their parents. After consultation with the Deputy Head for Pupil Support appropriate referrals will be made to outside agencies. The aim will be to keep the pupil attending school normally, aware of the greater risks such pupils face when outside of formal of education.

### **Disciplinary responses and sanctions**

A range of consequences and sanctions will be applied to help pupils understand the risks associated with illegal drugs and act as a warning to all other pupils if they too should become involved with them. Depending on the circumstances of the individual cases, these may include the removal of certain privileges (such as going on school trips), detentions, behaviour contracts, arranging a case-conference and fixed-term exclusions. Permanent exclusion will be considered for those who persist in serious anti-social behaviour and certainly for supplying illegal drugs to other pupils.

### **Recording**

All drug-related incidents will be recorded by Pastoral Managers within 24 hours. Depending on the nature of the incident these records will either be kept in the pupil's normal school file or (if a child-protection matter) stored securely in the House with other child protection files.

### **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 if seeking help, this information will not be used against them. However, as with advice given about any disclosure (see Child Protection Policy) the pupil will be told that only those who need to know will be informed of the disclosure, the aim being to ensure their safety and well being.

### **Staff training and support**

Staff involved in dealing with drug-related incidents, such as Pastoral Managers and the Inclusion Co-ordinator, and teaching staff required to deliver the lessons on drug education, will be made aware of appropriate training opportunities as and when they arise. Training opportunities provided by the Wiltshire PDE (Personal Development Education) team are regularly used.

### **Dissemination, monitoring and evaluation**

A copy of this policy is available on request from the school office and all staff and governors have been informed of this. This policy will be reviewed bi-annually. This review will take into account the usefulness and effectiveness of the policy using comments and observations from the school community as well as local and national developments.

## **Appendix (Drugs Education)**

The following is delivered by the PSHE faculty throughout Years 7-11:

### **Year 7 (Term 6)**

As part of a module titled 'Healthy Living' the pupils consider the consequences of cigarette smoking and the issues surrounding this particular drug use.

### **Year 9 (Term 6)**

As part of a detailed module titled 'Drugs' the pupils study the following:

- Defining a 'drug'
- Distinguishing between drug 'use' and drug 'misuse'
- Classifying different drugs
- The different issues surrounding alcohol with particular emphasis on distinguishing between responsible and irresponsible drinking
- Knowledge and understanding of a range of illegal drugs
- New psychoactive substances (formally known as legal highs) and the dangers associated with them
- Energy drinks/caffeine

Several DVD case studies are used in the delivery of the above.

The following website is also used: <http://www.talktofrank.com/>

### **Year 10 (Term 6)**

The Year 7 and Year 9 modules are built upon here with pupils revisiting the consequences of smoking and drinking. The following is also studied:

- The consequences of drug use on the user's family and friends as well as their own life
- The different issues surrounding the cocaine trade
- Awareness of some different first aid skills that are sometimes needed in cases of drug misuse
- Consideration of 'social norms'- reflecting on the key fact that the vast majority of young people do not use drugs and reinforcing non-drug use through positive peer reflection.

### **Year 11 (Term 3)**

Alcohol is considered for one last time and as part of this the pupils receive a talk from members of Alcoholics Anonymous about their experiences. There is also a detailed consideration of the different issues surrounding heroin addiction.