

# Willowbrook Primary School



## Drugs and Alcohol Policy

## **Definition**

What do we mean by a drug?

A drug is any substance taken into the body, which alters the way, the body functions emotionally, physically, or mentally. This includes tobacco, alcohol, solvents, prescribed and over the counter medicines as well as illicit substances.

This Policy has been agreed by the Staff and Governors of the school and forms part of the Policy of the school and reflects the overall aims of the school. Parents have access to this policy on request. It will be monitored and reviewed in line with our PSHE Policy.

## **Aims**

It is our aim that all children in school, their carers and school staff should gain appropriate knowledge and understanding of the effects of substance abuse through the delivery of a programme of drugs education.

## **Objectives**

To achieve this aim:

1. We will teach the true facts about alcohol, drugs, and solvent abuse at an appropriate level (outlined in the Coram Life Education/SCARF Scheme of Work).
2. The Head Teacher is the designated person to deal with drugs related issues within the school.
3. Parents will be informed of the aspects of drug education that will be taught to their children for the academic year through the curriculum guides sent out each term.
4. When possible staff, parents and carers will be given the opportunity to meet with outside professionals that assist us with the delivery of our education programme, e.g the school nurse.
5. Alcohol and tobacco misuse and their consequences will feature as part of the school's Health Education programme, which includes explaining the dangers of putting any unknown substances onto or into their bodies. Pupils will also be taught about some people's need for medication and that prescribed medicines are safe as long as they are only taken by the person they are prescribed for.

## **The Management of Drugs Related Incidents**

Today's children are under increased influences and pressures and their knowledge of drugs in society have been accelerated by constant media coverage. Although we feel that drug related incidents are likely to be rare, we do realise the importance of having a policy that outlines the management of such incidents should they occur.

All adults within the school need to be aware of how to deal with such situations and their effect on the pupil, family, school and themselves. The overall welfare of the children involved and their parents will be kept in mind at all times.

## **1. Suspicion/hearsay**

Any hearsay/rumour about pupil drug use will be carefully evaluated in the light of the school's own knowledge about the pupil and sensitively investigated before any action is taken. If staff believes the rumour unfounded steps will be taken to challenge the rumour and its effects, e.g.:

- challenging the behaviour that might have led to the rumour.
- challenging the source of the rumour.

If the rumour is found to be true the Head Teacher will follow steps 3 and 4 outlined Below

## **2. Possession**

If a child is found with or suspected of possessing a harmful substance it will be removed by the member of staff who discovered it. Ideally, another adult should witness this transfer. This is to ensure that there is no accusation of a member of staff being in possession of the substance rather than the child.

The situation will be investigated promptly and thoroughly and a written record made.

## **3. Consultation**

The Head Teacher will be informed immediately and the child will be taken to the Head's office. The Head will discuss the incident with the child before informing the parents, who will be asked to come to the school.

The Police will be called if the substance is believed to be an illegal one.

## **4. Contacting Parents**

Parents will always be informed when a case of substance misuse has been positively identified. A discussion will occur between all parties to ascertain the best way forward. This may include the involvement of outside agencies and the Police, especially in the case of drugs and solvents.

## **5. First Aid**

Pupils deemed to need first aid at the time of the incident will be assessed by a qualified member of staff, who will decide if any further assistance is required.

## **5. Recording Incidents**

All drug related incidents will be recorded and kept in the confidential filing system.

## **6. Disposal of Substances**

Unprescribed drugs and solvents will be disposed of in the manner advised by the Police.

## **7. Disclosure about Substance Abuse**

The Head will follow up and deal with any information about substance abuse that is disclosed by a pupil.

## **Drug/substance abusing parents**

The school recognises that some of its pupils may have a parent whose drug use (legal or illegal) may be problematic. The pupil's welfare in this case is paramount and any information disclosed about substance abuse, within a pupil's home environment or local area, will be followed up by the Head Teacher. It may be deemed necessary to inform Social Services and/or the Police. The school will act, within the legal limits that it can, to support the pupil in a variety of ways, practically and emotionally.

## **Drugs and Alcohol in School**

### **Use of Alcohol in School**

There may be occasions when the school may consider it appropriate to sanction the use of alcohol on the premises, i.e. an adult social function. On such occasions the following guidelines should be followed:

- the alcohol should be stored in a safe and secure location.
- the Governing Body should approve functions where alcohol is served.

### **Tobacco**

The school grounds are a designated non-smoking area.

### **Medication in school**

Prescribed drugs will only be administered for the benefit of a child's long-term health, e.g. asthma sufferers will be supervised in the taking of their daily inhaler.

Emergency inhalers will be kept in school and taken into the Hall or on to the field for P.E., as well as to the swimming pool and on school trips. These and other medication are kept in a sealed, named box with a photograph of the child and a medical plan drawn up with the school, parents, and School Nurse.

Antibiotics/prescribed medication will be administered by the office staff only with written parent/carer consent by completion of 'Medication' form. It must be in a named plastic bag and the dosage must be clear.