

DRUGS POLICY

November 2010



**Icknield Community College
Love Lane
Watlington
OX49 5RB**

Approval & Review

Approved by:	Governing Body for the academic year 2010/2011
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Signed copy held on file in Headteacher's office.

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1. Rationale

It is acknowledged that our school community plays an important role in tackling drug misuse by providing drug education and pastoral support to all pupils. It is also acknowledged that controlled drugs are widely available and are used by an increasing number of young people during the course of their secondary education and that this is a growing problem which must be faced squarely both at home and at school.

The use of illegal drugs is considered to be detrimental to the development and education of our young people and is likely to undermine their health, safety, independence, opportunities and respect for the law. Such use also damages the whole school community, by placing other pupils in a position where they may be exposed to temptation and to the risk of criminal proceedings.

It is our aim to help all students to be able to take their place safely in our society, 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 students need to understand the nature of drugs, their social and legal status, their uses, and their effects.

2. External guidance

The school actively co-operates and seeks support with other agencies such as the Thames Valley Police, Social and Health Care Services, Local Education Authority, Health and other appropriate Drug Agencies to deliver its commitment to drugs education and to manage incidents of drug use and misuse. In all our planning and responses to drug issues we take careful account of LEA and national guidance, in particular *Drugs: Guidance for Schools (DFES February 2004)*

3. Definition of a drug

Within this policy a drug is defined as '**a substance people take to change the way they feel, think or behave**'. This definition includes illegal substances and also legal substances, including alcohol and tobacco, volatile substances, over the counter, and prescription medicines. (*Drugs: Guidance for Schools (DFES February 2004)*)

4. The role of the Head teacher and Governing body

The Head-teacher takes overall responsibility for the policy and its implementation, for liaison with the Governing body, LEA and appropriate outside agencies, and for the appointment of a Drug Education and Incident Management co-ordinator, who will have general responsibility for handling the daily implementation of this policy. The Head-teacher will ensure that all staff dealing with substance issues are adequately trained and supported.

5. Purpose of the policy

- provide a secure framework within which all members of the school community can operate with confidence
- reinforce and safeguard the health and safety of pupils and others who use the school
- clarify the school's approach to drugs for all staff, pupils, governors, parents/carers, external agencies and the wider community
- enable staff to manage drugs on school premises, and any incident that occurs, with confidence and consistency
- ensure that the response to incidents involving drugs compliments the overall approach to drug education and the values and ethos of the school
- reinforce the role of the school in contributing to local and national strategies

6. Drug education

Drug education is an important aspect of the PSHCE and Citizenship curriculum for our school. Provision of drugs education at Icknield Community College takes account of students' views and opinions, so that it is both appropriate to their age and ability, and relevant to their particular circumstances. The intention is to:

- Increase students' knowledge and understanding, and clarify misconceptions about:
 - the short- and long-term effects and risks of drugs
 - the rules and laws relating to drugs
 - the impact of drugs on individuals, families and communities

- the prevalence and acceptability of drug use among peers
- the complex moral, social, emotional and political issues surrounding drugs
- Develop students' personal and social skills to make informed decisions and keep themselves safe and healthy, by:
 - assessing, avoiding and managing risk
 - communicating effectively
 - resisting pressures
 - finding information, help and advice
 - devising problem-solving and coping strategies
 - developing self-awareness and self-esteem
 - Enable pupils to explore their own and other peoples' attitudes towards
 - drugs, drug use and drug users, including challenging stereotypes

7. Drugs on school premises

The legal definition of premises of a school includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles, boats, marquees or any venue managed by the school at the time e.g. premises of a school trip or visit.

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

a) Illegal drugs, smoking and alcohol

- It is understood by the whole school community that the possession, use, or supply of illegal and other unauthorised drugs within the school boundaries is unacceptable
- The school is designated a "no smoking" area for staff and visitors and we look to everyone, including parents/carers to support this policy. If pupils are found smoking on site the Headteacher will be informed immediately.
- Alcohol may be consumed on the school premises for events organised by members of staff, governors or Friends of Icknield.

Verbal permission must be obtained from the senior management team prior to the event. The organisers are responsible for ensuring that all those consuming alcohol are over the age of 18.

- To protect the health and safety of the school community, regular checks will be made of the site to ensure that drug paraphernalia, particularly needles and syringes, are cleared away safely and legally.
- 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.

b) Prescribed drugs

- Icknield Community College follows the recommendations of the Oxfordshire Health and Safety guidelines and DfEE guidance 'Supporting Pupils with Medical Needs' 1996.
- An up to date list of children taking prescribed drugs (e.g. asthma or diabetes) will be circulated to staff. Parents must notify the school in writing if any medicines need to be taken during school hours. Teachers/Trained admin staff may administer prescription medicines if parents have completed the required form, but this is up to the individual teacher. It is the parents' responsibility to ensure safe administration of medicines during school hours. Medicines should not be kept in school, save for asthma inhalers.
- In certain cases, prescribed emergency medicines (e.g. for anaphylactic shock) may be kept on the school premises. These are to be kept in specifically allocated places out of children's reach and are to be administered by named, trained staff only. Details of these medicines and their location are kept in the staff room and the office. Supply teachers are informed of this on the supply teachers' Information Sheet.

8. Where substance misuse or supply is suspected

The first concern whilst managing drugs is the health and safety of our school community and meeting the pastoral needs of pupils.

a) Misuse leading to medical emergency

A trained first-aider will be called. Staff will follow the flow chart 'Drug Situations – medical emergency' found in the *Drugs: Guidance for Schools (DFES February 2004) pages 117 -118 (See Appendix A)*.

b) Suspected misuse or supply

Staff will follow the flow chart 'Situations involving drugs without medical authority' (*See Appendix B*).

i) Searching

- Searching will only be carried out by the Headteacher.
- In all instances, consent should be sought and a second adult witness must be present. If a search is refused, consideration will be given to involving the police. Searches will be carried out so as to minimise embarrassment and distress.

ii) Personal searches

- Personal searches should not be carried out by any member of staff. Staff may endeavour to persuade the person to voluntarily hand over any substance(s), again in the presence of a second adult witness. The police may be involved at this stage.
- A person may not be detained without their consent.

iii) Searches of personal property

- Personal property must not be searched without consent. Where consent is refused, a parent or carer may be able to persuade the student to give consent. The police may be involved at this stage

iv) Searches of school property

- Prior consent should be sought, though the Headteacher may proceed with a search if consent is refused. Where consent is refused, the Headteacher will weigh carefully the merits of confirming an offence against the risk of infringing privacy without just cause.

The Head teacher will then assess the school's legal requirements; this may include the involvement of appropriate outside agencies, and the proposed school response, the involvement of parents/carers, the arrangements for recording and informing other agencies, and the Health & Safety procedures (see Health & Safety policy) including safe handling of suspect substances.

All incidents will be recorded on a school incident sheet.

The consequences of such incidents involving pupils will follow the procedures set out in the Behaviour Policy.

9. Success criteria

- No incidents involving drugs in school
- Students know how to access to sufficient resources to address concerns
- Staff feel confident to deliver drugs education and to implement the policy

APPENDIX A:

Icknield Community College DRUGS SITUATIONS - MEDICAL EMERGENCIES

The procedures for an emergency apply when a child or young person or others are at immediate risk of harm. A person who is unconscious, having trouble breathing, seriously confused or disorientated or who has taken a harmful toxic substance, should be responded to as an emergency.

Your main responsibility is for any pupil at immediate risk, but you also need to ensure the well being and safety of others. Put into practice your school's first aid procedures.

IF IN ANY DOUBT, CALL MEDICAL HELP.

ALWAYS:

- ◆ assess the situation
- ◆ if it is a medical emergency, send for medical help and an ambulance

BEFORE ASSISTANCE ARRIVES:

If the person is conscious:

- ◆ ask the person what has happened and to identify any drug used
- ◆ collect any drug sample and any vomit for medical analysis
- ◆ **do not** induce vomiting
- ◆ keep the person under observation, warm and quiet

If the person is unconscious:

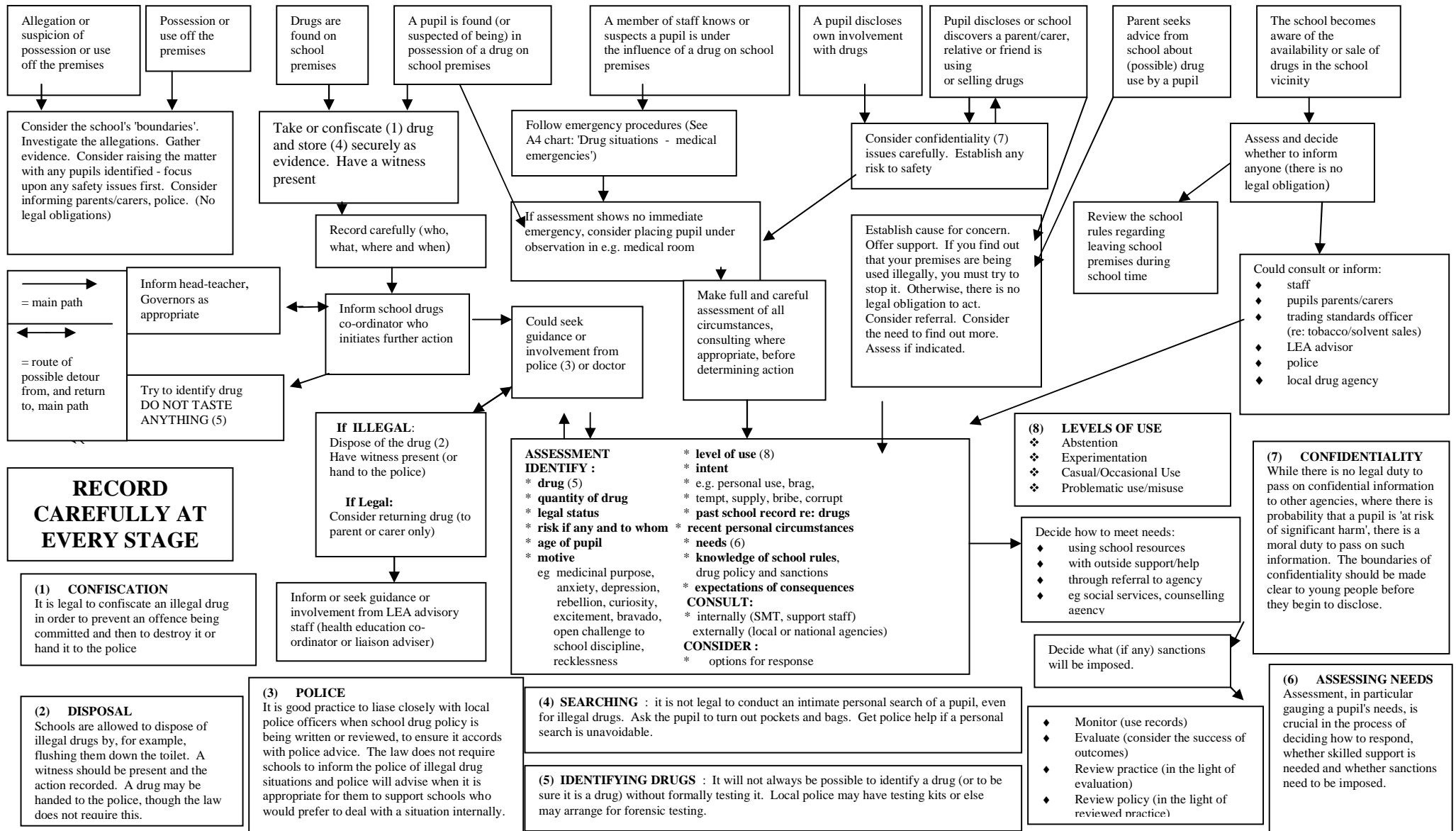
- ◆ ensure that the person can breathe and place in recovery position
- ◆ **do not move the person** if they have fallen, as a fall may have led to spinal or other serious injury which may not be obvious
- ◆ **do not** give anything by mouth
- ◆ **do not** attempt to make the person sit or stand
- ◆ **do not** leave the person unattended or in the charge of another pupil.

WHEN MEDICAL HELP ARRIVES:

- ◆ pass on any available information and any vomit and drug samples.

APPENDIX B: SITUATIONS INVOLVING DRUGS WITHOUT MEDICAL AUTHORITY

legal drugs (alcohol, tobacco, butane gas, nitrites etc) **medicines** (slimming pills, tranquillisers, painkillers etc) **illegal drugs** (cannabis, amphetamines etc)



*Taken from DRUGSCOPE 'The right responses: managing and making policy for drug-related incidents in schools'

