



The Coppice Primary School Drugs Education and Substance Misuse Policy

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1. Introduction:

Research has shown that by the age of 11, many primary school children have extensive knowledge of the world of drugs. For some, this knowledge may be inaccurate and incomplete, for others it will develop through personal experience. Together research shows that up to 50% of children have tried an illegal drug by the age of 16. The figures also suggest that the first age of experimentation is decreasing and that children of primary age are exposed to opportunities to try both illegal and illegal drugs.

Drugs education should contribute to:

- increasing the safety of communities from drug related crime
- reducing the acceptability and availability of drugs to young people
- reducing the health risks and other damage related to drug misuse

2. Aims of the policy:

- To ensure that children get accurate information presented simply and clearly
- To develop children's personal and social skills including refusal and decision-making skills.
- To help children take increased responsibility for themselves and their actions.
- To encourage children to value themselves and help and support others.
- To clarify what children already know through giving factual information to and correcting false knowledge and beliefs.
- To provide opportunities for pupils to acquire knowledge and identify the distinction between legal and illegal drugs.
- To provide opportunities to develop their knowledge and understanding in a challenging and safe atmosphere where they feel secure enough to play a full and active part.
- To develop and equip pupils with the knowledge, attitudes and skills necessary to build their resilience and avoid peer group pressure related to drugs and drug misuse.
- To develop pupils' decision-making skills and increase their self-esteem.
- To ensure that resources used are informative and accessible
- To help children deal with the impact of media/social media relating to drugs and drug misuse.
- To support staff in dealing with issues and incidents, relating to drugs and drug misuse.
- To ensure all staff are aware of procedures relating to drugs and drug misuse.

3. Legislation and guidance:

DfE and ACPO drug advice for schools 2012 states that as part of the statutory duty on schools to promote pupils' wellbeing, schools have a clear role to play in preventing drug misuse as part of their pastoral responsibilities. To support this, the Government's Drug Strategy 2010 ensures that school staff have the information, advice and power to:

- Provide accurate information on drugs and alcohol through education and targeted information

In addition to the above, Misuse of Drugs Act 1971 the enables schools to:

- Tackle problem behaviour in schools, with wider powers of search and confiscation
- Work with local voluntary organisations, health partners, the police and others to prevent drug or alcohol misuse.

4. Definitions and scope:

4(i): Definitions:

This policy uses the definition that a drug is: 'A substance people take to change the way they feel, think or behave' (United Nations Office on Drugs and Crime). The term 'Drugs' includes:

- All illegal drugs
- All legal drugs including alcohol, tobacco and volatile substances which can be inhaled
- All over-the-counter and prescription medicines

4(ii): Scope:

Effective Drug and Alcohol Education can make a significant contribution to the development of the personal skills needed by pupils as they grow up. It also enables young people to make responsible and informed decisions about their health and well-being in line with the PSHE curriculum as a whole. This policy therefore describes how the school into to deliver its drug and alcohol education programme.

This policy also covers how the school will deal with any drug-related incidents or concerns involving pupils or the wider school community.

This policy will run in conjunction with the Safeguarding and Child Protection Policy, Medicines Policy and PSHCE Policy.

5. Roles and Responsibilities:

The Headteacher will:

- Ensure that the policy is implemented effectively
- Ensure that staff (including new staff through induction) and parents are informed about this drugs policy through the school website
- Ensure that staff are given sufficient training so that they can teach effectively about drugs, and handle any difficult issues with sensitivity
- Liaise with staff who have responsibility for pastoral care (Thrive Team) and those with responsibility for the delivery of the PSHCE/drug education programme and key teaching and learning purposes
- Liaising with all staff on drug education matters

- Liaise with external agencies regarding the school drugs education programme
- Update staff regularly on the policy and the procedures for dealing with a drug related incident
- Manage and deal with any drug-related incidents and individual cases of suspected or actual drug misuse through implementing the procedures outlined in this policy
- Liaise with the police on drug related incidents where required
- Liaise with outside agencies regarding drug-related incidents
- Monitor the teaching and learning of drugs education as part of the PSHE monitoring process
- Monitor the policy and report to trustees, when requested, on the effectiveness of the policy
- Review and update the school drug policy when required

The school is well aware that the primary role in children's drugs education lies with parents. We wish to build a positive and supporting relationship with the parents of our pupils, through mutual understanding, trust and cooperation.

To promote this objective, we will:

- inform parents about the school drugs policy through the school website
- invite parents to view the materials used when teaching drugs education in our school;
- answer any questions that parents may have about the drugs education that their child receives in school;
- take seriously any issue which parents raise with teachers or trustees about this policy, or about arrangements for drugs education in the school;
- inform parents about the best practice known with regard to drugs education, so that the parents can support the key messages being given to children at school.

The Board of Trustees will:

- designate a trustee with specific responsibility for drugs education (and SMSC/PSHE);
- establish general guidelines on drugs education;
- support the Headteacher in following these guidelines;
- support the Headteacher in any case conferences, or in appeals against exclusions.

6. Curriculum:

The Drug and Alcohol Education programme at our school reflects the school ethos and demonstrates and encourages the following values. For example:

- Respect for self
- Respect for others
- Responsibility for their own actions
- Responsibility for their family, friends, schools and wider community

Drugs education should not be seen as a one-off topic but as a continuous process which involves the development of skills and attitudes enabling pupils to make informed choices. Personal, Social and Health Education lessons provides

opportunities for young people to develop their knowledge and understanding of the use, misuse, risks and effects of drugs and other potentially harmful substances, their effects of health and lifestyle. These issues are addressed in the school's Jigsaw PSHEC programme (see PSHE Policy).

Drugs education is also delivered through the teaching of Science. The NC guidelines for science require that children are taught:

- At KS1 about the role of drugs and medicines
- At KS2 that tobacco, alcohol and other drugs can have harmful effects

Drug education has many cross-curricular links such as physical education, and aspects of school life, notably the spiritual, moral, social and cultural aspects of the curriculum.

6(i). The organisation of the drug education curriculum:

The drug education curriculum is taught via a scheme of work for PSHE: JIGSAW curriculum (**See Appendix 1**)

A variety of teaching and learning approaches are used in PSHE and citizenship together with carefully selected teaching materials. There is a place for didactic teaching, together with active learning approaches, such as role-play, small group work and problem solving, which more effectively engage pupils in the learning process. Ground rules are used in PSHE and citizenship to establish a safe, secure and supportive learning environment, which emphasises the promotion of relevant personal skills.

Pupils are shown respect for personal privacy and time is taken to explain the implications of personal disclosures. The teaching and learning approaches also include a variety of methods and strategies that cater for the range of attainment levels of our pupils and their diverse needs (See: Single Equality Policy and Special Needs Policy).

Where possible, we will welcome the involvement of visitors from external agencies to complement the core delivery by teaching staff. Any visitors would be supported in the classroom by a teacher and be informed about the school's drug education policy and the scheme of work for PSHE and citizenship.

7. Confidentiality and Safeguarding Issues:

As a general rule a child's confidentiality is maintained by the teacher or member of staff concerned. If this person believes that the child is at risk or in danger, she/he talks to the Designated Senior Leader: Billy Hutt or the Deputy Designated Senior Leaders: Karen Woodyatt and Lindsey Ashwell who will take action as laid down in the Safeguarding Policy. All staff members are familiar with the policy and know the identity of the member of staff with responsibility for safeguarding issues. When dealing with issues that relate to safeguarding a child, confidentiality cannot be maintained but matters will be treated sensitively and on a need to know basis.

8. Drugs at school:

Pupils may not personally bring prescribed medication into school. Parents may visit the school in the morning to bring and administer prescribed medication themselves, by prior arrangement with the school office.

Where children have medical needs, parents must give us details of the child's condition and medication. Parents will bring the medication to school in a secure, labelled container. Records will be kept of all medication received and given.

Emergency medication may be stored securely in the classroom (for anaphylaxis or asthma); other drugs will be stored securely in the cupboard in the office.

Solvents and other hazardous chemicals must be stored securely, to prevent inappropriate access, or use by pupils. Teachers are cautious with older, solvent-based Tippex, with aerosols, with glues and with board-cleaning fluids.

Smoking is not permitted anywhere in the school (this includes the school grounds).

Alcohol to be consumed at community or parents' events will be stored securely beforehand. To sell alcohol, we must be licensed under the Licensing (Occasional Permissions) Act 1983. Occasionally, members of staff may consume limited amounts of alcoholic drinks on site as part of a staff celebration or PTA event outside of normal school hours.

9. Drugs incidents:

A drug related situation is one where there is suspicion, disclosure or observation of the use of unauthorised drugs or the discovery of unauthorised drugs. We do not allow anyone to possess, produce, supply or offer illegal drugs on the premises in accordance with the Misuse of Drugs Act 1971. Any suspected illegal drugs found, or confiscated, on premises will be disposed of appropriately.

An incident involving unauthorised drugs in school is most likely to involve alcohol, tobacco or volatile substances, rather than illegal drugs.

The first priority is safety and first aid, i.e. calling the emergency services and placing

unconscious people in the recovery position. An intoxicated pupil or other person on site does not represent a medical emergency, unless unconscious.

Any drug suspected of being illegal will be confiscated and stored securely, awaiting disposal; these precautions must be witnessed and recorded.

Legal but unauthorised drugs or medicines will also be confiscated, and will be returned to parents; the school may arrange for the safe disposal of volatile substances.

Where a pupil is suspected of concealing an unauthorised drug, staff are not permitted to carry out a personal search, but may search pupils' bags, trays etc.

The Headteacher will decide whether the police need to be called or whether the school will manage the incident internally.

A full record will be made of any incident. The Headteacher will conduct an investigation into the nature and seriousness of any incident, in order to determine an appropriate response.

10. The role of staff and parents in drug-related incidents:

When an incident concerning unauthorised drugs has occurred in school, and a pupil is involved, we will inform the parents, and explain how we intend to respond to the incident.

Staff will be cautious about discharging a pupil to the care of an intoxicated parent, particularly when the parent intends driving the pupil home. Staff will suggest an alternative arrangement. The focus will be the pupil's welfare and safety in line with the school's Safeguarding and Child Protection Policy. Where the behaviour of an intoxicated parent repeatedly places a child at risk, or the parent or carer becomes abusive or violent, staff should consider whether the circumstances of the case are serious enough to invoke child protection procedures, and possibly the involvement of the police.

11. Monitoring and Evaluation:

The school drug education policy is reviewed after a period of two years unless otherwise required to reflect changing circumstances and trends in drugs use.

The monitoring of the teaching and learning of drugs education occurs as part of the PSHE monitoring and evaluation process.

This policy will be shared with and agreed by The Board of Trustees.

The policy will be available to parents through our school website.

12. Data Protection Statement:

The procedures and practice created by this policy have been reviewed in the light of our GDPR Policy.

All data will be handled in accordance with the school's GDPR Data Protection Policy

Name of policy	Content	Reason for policy	Who does it relate to?	Where is it stored?
Complaints Policy	Detailing procedure relating to non-curricular complaints	To ensure a fair, equitable and open process linked to non-curricular complaints	Parents, Trustees and staff	On the school shared drive (P-Drive)

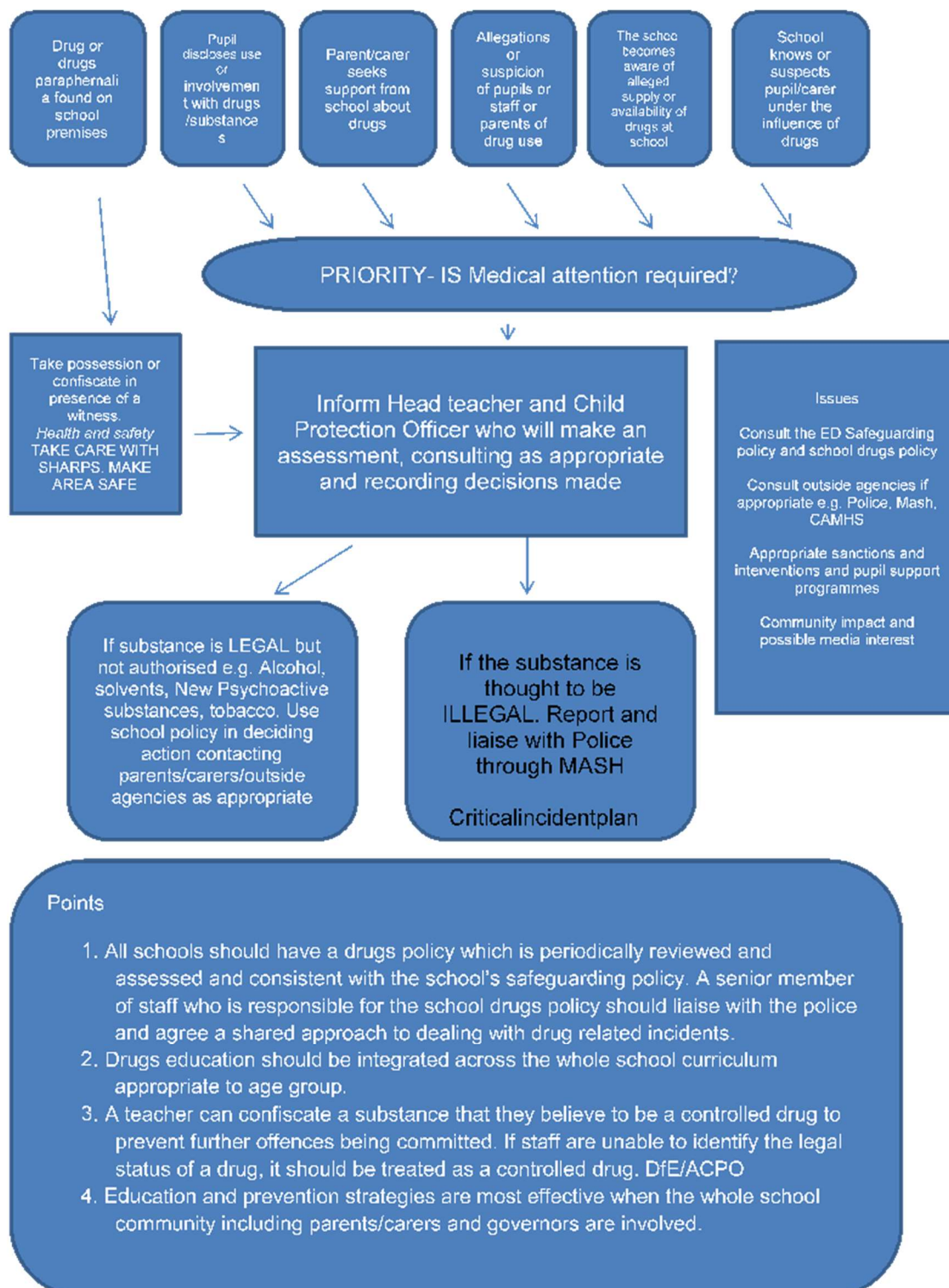
As such, our assessment is that this policy:

Has Few / No Data Compliance Requirements	Has A Moderate Level of Data Compliance Requirements	Has a High Level Of Data Compliance Requirements
	☐	

Appendix 1: Jigsaw Drugs Education Curriculum

Year Group	Piece Number and name	Learning intentions: Pupils will be able to:
2	Piece 3 Medicine Safety	understand how medicines work in my body and how important it is to use them safely feel positive about caring for my body and keeping it healthy
3	Piece 3 What Do I Know About Drugs?	tell you my knowledge and attitude towards drugs identify how I feel towards drugs
4	Piece 3 Smoking	understand the facts about smoking and its effects on health, and also some of the reasons some people start to smoke can relate to feelings of shame and guilt and know how to act assertively to resist pressure from myself and others
	Piece 4 Alcohol	understand the facts about alcohol and its effects on health, particularly the liver, and also some of the reasons some people drink alcohol can relate to feelings of shame and guilt and know how to act assertively to resist pressure from myself and others
5	Piece 1 Smoking	know the health risks of smoking and can tell you how tobacco affects the lungs, liver and heart make an informed decision about whether or not I choose to smoke and know how to resist pressure
	Piece 2 Alcohol	know some of the risks with misusing alcohol, including anti-social behaviour, and how it affects the liver and heart make an informed decision about whether or not I choose to drink alcohol and know how to resist pressure
6	Piece 2 Drugs	know about different types of drugs and their uses and their effects on the body particularly the liver and heart be motivated to find ways to be happy and cope with life's situations without using drugs
	Piece 3 Alcohol	evaluate when alcohol is being used responsibly, antisocially or being misused tell you how I feel about using alcohol when I am older and my reasons for this

Appendix 2: Flowchart for dealing with drug-related incidents



Appendix 3: Further sources of guidance and advice

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services. Tel: 020 7553 7640

Email: admin@adfam.org.uk Website: www.adfam.org.uk

Alcohol Concern works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems

Tel: 020 7264 0510.

Email: contact@alcoholconcern.org.uk Website: www.alcoholconcern.org.uk

ASH (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco.

Tel: 020 7739 5902 Email: enquiries@ash.org.uk Website: www.ash.org.uk

Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people.

Tel: 01206 877910 Email: clc@essex.ac.uk Website: www.childrenslegalcentre.com

Children's Rights Alliance for England - A charity working to improve the lives and status of all children in England through the fullest implementation of the UN Convention on the Rights of the Child.

Email: info@crae.org.uk Website: www.crae.org.uk

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm.

Tel: 020 7307 7450 Website: [www.drinkaware.co.uk/ Drinkline](http://www.drinkaware.co.uk/Drinkline)

A free and confidential helpline for anyone who is concerned about their own or someone else's drinking.

Tel: 0800 917 8282 (lines are open 24 hours a day)

Drug Education Forum – this website contains a number of useful papers and briefing sheets for use by practitioners:

Website: [www.drugeducationforum.com/ 14](http://www.drugeducationforum.com/14)

FRANK is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs.

24 Hour Helpline: 0800 776600
www.talktofrank.com

Email: frank@talktofrank.com

Website:

Mentor UK is a non-government organisation with a focus on protecting the health and wellbeing of children and young people to reduce the damage that drugs can do to their lives.

Tel: 020 7739 8494. Email: admin@mentoruk.org Website: www.mentoruk.org.uk

National Children's Bureau promotes the interests and well-being of all children and young people across every aspect of their lives.

Tel: 020 7843 6000 Website: www.ncb.org.uk

Family Lives - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects.

Tel: 0800 800 2222 Website: <http://familylives.org.uk/>

Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse) A national charity providing information for teachers, other professionals, parents and young people.

Tel: 01785 817885 Information line: 01785 810762

Email: information@re-solv.org Website: www.re-solv.org

Smokefree - NHS Smoking Helpline: 0800 169 0 169 Website: <http://smokefree.nhs.uk>

Stars National Initiative offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse.

Website: www.starsnationalinitiative.org.uk

Youth Offending Teams – Local Youth Offending Teams are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to [prevent offending by young people under the age of 18.

Website: <https://www.gov.uk/youth-offending-team>