

Drugs and Substance Misuse Policy

December 2016



**Eaton Valley
Primary School**

Drugs and Substance Misuse (including Alcohol) Policy

Name of Designated School Lead for drugs (DSL) : Mrs S Ramsay

School Governor identified as Drugs lead will normally be the safeguarding Governor :
Mr W Mcloughlin (Chair of Governors)

Rationale

"Young people of all ages want reliable information about drugs, including good quality drug education in primary and secondary school" (O'Conner et al, 1997; Blackman, 1996; Roker and Coleman, 1997).

Identifying what the school classes as a drug is very important. The World Health Organisation classes it as

"a substance, which on entering the body, changes the way that body functions".

This list constitutes the model the majority of organisations would follow, ourselves included:

1. Any prescribed medication used by anyone it is **not prescribed to**
2. Any medication being misused
3. Any controlled or scheduled drug
4. Amphetamines (Speed)
5. Alcohol
6. Anabolic Steroids
7. Cannabis (Large variety of slang names)
8. Cocaine Hydrochloride (Powder)/Crack Cocaine
9. Cigarettes (Tobacco)
10. DMT
11. GHB
12. Herbal Highs
13. Ketamine
14. LSD (Acid)
15. MDMA (Ecstasy)
16. Nitrates (Poppers)
17. Opiates (Heroin)
18. Opiate Substitutes (Methadone, Subutex, Naltraxone)
19. Phenethylamines (2CB, 2CT1, 2CT7)
20. Psilocybin (Magic Mushrooms)
21. Qat
22. Volatile Substances known as VS (Gas, Glue, sniff-able products)

There are always new drugs coming onto the market so this list is only a sample. Not all of the above are illegal but they should still not be tolerated on school premises. Cigarettes, Volatile Substances and Alcohol are drugs and should be thought of in the same way as illicit drugs. No single category of drug should be placed higher than any other. It is important that drugs such as alcohol are placed on a par with illicit drugs.

Aims and Objectives

We at school believe that drugs are an issue in society at present and that our young people may be placed, at some stage in their life, in situations where drugs are involved.

We aim to:

1. Educate our young people factually, non judgmentally and with the inclusion of key partner agencies
2. To have a clear training strategy for staff, Governors and Parents/Carers.
3. To have a clear strategy for dealing with drug related incidents

Drug Education

There are resources available for Sandwell schools free of charge. These materials can be accessed from www.trustdecca.com. These resources fulfill the aims of drug education as stated in DfES Drugs: Guidance for Schools, 02/04.

We may also choose to use other educational materials but these will need to be reviewed regularly to ensure they remain relevant.

Guidance on Handling Drug Related Incidents

"The welfare of the child is paramount at all times". No school is immune to drugs. We have decided to adopt a range of responses as no one incident is identical to another. If needed we will refer a young person(s) to the DECCA Team but this may not always be appropriate. The following guidance should be read in full but an overview of the whole process is included in Appendix 5, Drug Incident Pathway.

If there is an allegation/suspicion of a drug related incident in school

1. If you hear/are told that a young person is using/in possession of drugs you need to act immediately.
2. Inform the DSL, the Head Teacher, or another senior member of staff.
3. If possible have two staff present. This can be important if any future allegations are made.
4. Talk to the young person. Are they acting out of character? Do they appear in any way intoxicated? Are they acting suspiciously?
5. Point out the school policy on drugs and ask them to hand over any drug(s). If they refuse and you believe they have drugs on their person, point out that the police and/or parent(s)/carer(s) will then need to be contacted.
6. Teachers can ask a pupil/pupils to turn out their pockets and search bags or lockers but should never try to do any type of physical search. This can be classed as assault.
7. If doing any type of agreed search make sure there are two staff present.
8. You cannot force a young person to do anything, no matter what they are suspected of.
9. Record everything that is done as a description of events may be needed at a later stage.

If a young person discloses something about drugs

1. It will often not be appropriate to talk about it at that time. Arrange to speak to the young person and try to establish whether there is any truth in what they have said. Offer the relevant help if it is needed.
2. As soon as possible inform the DSL so a referral to the DECCA Team can be made.
3. Record everything that is said as this may be needed at a later stage.

Confidentiality

See school Confidentiality Policy.

If contact has to be made with parent(s)/carer(s) and/or the Police the DSL, or a member of the Senior Management Team, will be the only people designated to do this.

Informing Parents

1. It is always advisable to contact parents/carers. There may be legitimate grounds not to contact parents immediately if it is clear that they may seriously over react and cause harm to the young person, or if the parents are believed to be directly involved in the situation causing concern.
2. The decision not to contact should only be made by the Head Teacher/Teacher in Charge or designated member of the Senior Management Team
3. For children who are Looked After Children (LAC) the appropriate contact individual must be informed and fully involved in any action taken by the school.
4. When contacting parents/carers it needs to be done in such a way that distress is kept to a minimum. A telephone call indicating an incident at school without giving specific details would be most appropriate.
5. The young person should be involved as much as possible in the process of contacting any outside organisations and if possible they should take the lead in admitting their drug use to parents/carers.
6. Involve the parents/carers as much as possible in the implementing of appropriate sanction(s) for their child.
7. The offer of support to parent(s)/career(s) may need to be made (see appendix 3 for details about Drug Concern).
8. Having parent(s)/carer(s) working in harmony with school can play an important role in ensuring a young person stays drug free at school.

Involving Police

If the Police are contacted regarding a pupil who has been found in possession/suspected possession of an illegal substance the Police would respond in the following way:

1. The local Sector Police Officer would visit the school. Following liaison with the Head Teacher or DSL the Officers may arrest the pupil or alternatively make an appointment to interview that person in the presence of an appropriate adult at a Police station. In all cases the West Midlands response to drug related incidents in school would be followed. The outcome of the enquiry would result in one of the following:
 - No further Action.
 - Reprimand.
 - Final warning.
 - Charged and bailed to attend Youth Court
2. If we are unable to contact the relevant officer for the school, we will contact the DECCA Team (0845 838 53 17), for guidance where possible.

If the Police were contacted regarding a pupil who has been found supplying or is suspected of supplying an illegal substance the Police would respond in the following way:

1. The local Sector Police Officer would visit the school promptly (certainly that school day) and discuss with the Head Teacher, DSL or designated person the appropriate action to be taken. Police may arrest but may make arrangements for the young person to be interviewed at the police station in the presence of an appropriate adult. The outcome would be as previously stated for possession.
2. If we are unable to contact the relevant officer for the school, we will contact the DECCA Team (0845 838 53 17), for guidance.
3. We will make Police aware if we suspect drug dealing to be occurring on or near school premises. This can be done anonymously to Crimestoppers (0800 555 111) or Hitback (0800 085 2206).
4. Legally, school does not have to contact the Police and an incident can be dealt with in-house.
5. It is advisable to develop a good relationship with local Police, as they may prove invaluable. Meeting with your Sector Officer before he/she is needed would be advisable.

Legal Standing and Implications

1. You must consult the DSL before you take any action.
2. The school does not legally have to act if we are told that a young person is using or has used an illicit drug outside of school time, or has been in possession of an illicit drug outside of school time. It would however be advisable to inform the DSL or Head teacher if you are made aware of any such behavior and the final decision be left with them.
3. If any information is received about a young person's behavior in or outside of school time, and there is sufficient evidence for concern, in relation to drugs it is advisable to concern all relevant parties unless there is evidence that the young person may be placed at significant risk.
4. 'Using' means someone who is using or taking the drug(s) themselves. It does not mean that they are a drug dealer and each case should be looked at individually.
5. Money does not have to change hands for a young person to be dealing. Dealing can be defined as passing on, selling, giving away and any action that involves any type of hand over of drugs from one young person to another.
6. We have no legal obligation to contact the Police.
7. If Police come in to school and wish to formally interview a young person the parent(s)/carer(s) must be contacted. Parent(s)/carer(s) can refuse permission for their child to be interviewed. This would change if the child were placed under arrest.
8. The Head Teacher can give permission for a formal interview to take place if all possible efforts have been made to contact a parent(s)/carer(s). This should only happen in exceptional circumstances as it could lead to disciplinary action. An appropriate adult **must** be present if a child is interviewed. If this is anyone other than the person who has parental responsibility they should have undertaken specific training on how to fulfill this role. Without training it would **not** be advisable to undertake this role. The Head Teacher would usually undertake this responsibility in the event of no appropriately trained staff.
9. It is unlikely that any interview would take place in school.
10. For guidance on the use of sniffer dogs and drug testing in school please refer to appendix 2.
11. A criminal conviction can be far more damaging than any drug. A young person can be affected for life by a criminal record. Is this necessary for what could be experimental drug use? Each case must be treated individually.

Substances

1. If school finds a substance that they believe to be illegal it is recommended they try to establish where it has come from.
2. The most important thing to remember is to have a witness to anything you do if at all possible.
3. If it is decided that the drug is to be stored the following must happen: It must be kept in a secure place (such as the safe). It must be separately packed with the time, date and place of finding/handing in. Do this with a witness.
4. If school decides to dispose of the substance it should only be incinerated due to Health and Safety issues. Do not flush it away.
5. School can contact Police to collect suspected illegal substances. An Officer would call as soon as practically possible (see above for how to store substance in the meantime). Remember that no questions have to be answered about any of the pupils in school.
6. Incineration bins can be obtained from the same source as sharps bins.
7. Inform the school DSL and record all you do.

Exclusion

1. For discipline to be effective it has to be consistent.
2. It is a widely held belief that unless the hardest line is taken against drug use/supply the message will appear to be that of school condoning drugs. Being excluded from school can be more damaging than any drug and may not remove the problem and may make it worse.
3. Excluding may take the problem out of school grounds but not away from the pupils. Research also states that when excluded, a young person is more prone to drug use and the dangers that surround it such as drug dependence and crime. Some young people use drugs to hide or distract attention away from other problems. School can often be the most stable influence in a young person's life. Whilst the pupil is in school he/she can be closely monitored, if they are excluded from school he/she will still mix with pupils unmonitored. Permanent exclusion can further alienate a young person already in need of help. Teachers can be the only adults in a child's life that have their best interests at heart.
4. Exclusion is not the only answer. "Permanent exclusion will usually be the final step, **after** a wide range of other strategies have been tried". (DFES 2003).
5. A number of factors should be taken in to account when deciding on an appropriate response.
 - Does the pupil admit or deny allegations?
 - Is this a first or subsequent offence?
 - What was the quantity of drug involved?
 - What was the pupil's motivation? (Was there malicious intent?)
 - Does the pupil have a parent/carer or family member who is using drugs?
 - Does the pupil know and understand the school policy and school rules?
 - If illegal supply is suspected, how much was supplied and was the pupil coerced in to the supply role or the one 'who's turn it was' to buy for others, or is there evidence of organised or habitual supply?

6. If a young person is using or dealing appropriate sanctions can be placed on a pupil. A range of responses can be employed. They are:
 - Early intervention
 - Referral to an outside organisation
 - Counselling
 - A Behavioral contract. A contract to stay drug free whilst engaged in any type of school related activity or on school premises (see Appendix 1 for an example contract) has been proven to act as an effective deterrent.
 - Fixed period exclusion
 - Pastoral support programme
 - A managed move
 - Permanent Exclusion
7. Each case will be treated individually. Possession will be treated differently to supplying. If it were found that dealing was taking place with any malice then the strongest course of action would be employed.
8. Placing a young person on a "drug free in school time" contract signed by the pupil, parent/carer and school, has proved successful in deterring further drug use, in school, by a pupil.
9. It should not be the sole burden of responsibility for one person to decide the future of any young person. Any decision should be discussed between all parties concerned to try to establish what is best for the young person and school. Record all you decide and do, it may be important in the future.
10. The DECCA Team can be called in to school to work with any young person suspected or caught using drugs.

Sharps and drug related paraphernalia

1. Have a sharps box in the school medical or other secure area and place any hypodermic needles in there.
2. Barrier methods should be used when handling anything.
3. If there are solutions in the needles, or residues on such things as tin foil, treat these as substance "finds" and deal with them in the same way.
4. Record all you do.

What to do in a medical emergency

Our aim is to ensure that as many of our staff team as possible is trained in first aid. There will however be at least one designated first aider in school. Our aim is to ensure that our first aid procedures are clearly displayed for all staff to follow. Below is the guidance that will be followed:

1. If possible get the person concerned to stand or sit. This would only differ if it were thought the person had fallen and there was a chance of spinal injury.
2. If a person is unconscious always telephone for medical help.
3. Remove any immediate danger away from the person. If a hypodermic needle is still in a part of the body, it is advisable to remove it due to the risk of further injury and place the person in the recovery position. Barrier methods should be used when handling any sharps. They include:
 - Thick rubber gloves, not latex
 - Aprons

It is especially important for caretaking staff to take these steps.

4. Do not leave the person unattended, shout for help. Do not leave the person with a pupil but a pupil could be sent to raise the alarm.

5. Whilst your first priority is for the pupil(s) at immediate risk you must ensure the safety of others. If at all possible keep the area clear. This removes the element of risk and lessens the chance of gossip.
6. If the person is conscious ask them what they have taken and how. Keep them under observation in a quiet place. Do not try to induce vomiting. If you know what drug has been used it may be necessary to give the person fluid to re-hydrate them. If in doubt give them nothing by mouth and call an ambulance.
7. Have two staff there if possible. It makes recording more accurate, reduces stress levels and may be important in future if allegations are made.
8. Any attending professional has to make a record of what has been done and witnessed.
9. It is vital that any information, substance samples and vomit are passed on to attending professionals, if possible. It may help to save a life.

Smoking Policy

It is now illegal to smoke in enclosed public places. Due to this the school site is a smoke free zone

Aims and Objectives

At this school we will:

1. Help children know and understand the dangers of smoking, and the harmful effects that smoking can have on their bodies.
2. Provide children with the knowledge and information necessary for them to make responsible choices about smoking.
3. Equip children with the social skills that enable them to resist the pressure to smoke.

Education

The dangers of smoking are taught across the curriculum when appropriate and particularly in Year 6 in the Summer term where issues of personal health, safety and growth are addressed.

Links To Other Agencies

DECCA Team (0845 838 53 17)

Work with young people aged up to 19 years of age. Able to deliver education, brief intervention and treatment for drug related issues.

Drug Concern (0121-580 4338)

Specialists in working with parents and those affected by another's drug use (for more information see Appendix 4).

Referrals to all these services can be made by any agency with permission from the individual concerned. An individual can also refer themselves and we will actively promote the services of these organisations.

NOTE: It would be useful for schools to regularly check the contact details of their Police Local Sector Officer as these may be subject to change.

Implementing and monitoring

This policy will be reviewed annually.

Material gathered from

DPI-Guidance on Good Practice/Developing Local Drug Prevention Strategies

SCODA-Managing and Making Policy for Drug Related Incidents in Schools

Release-Guidance on Managing Drug Incidents in Schools

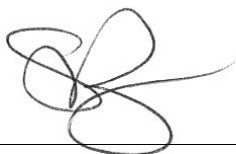
DFEE-Circular 4/95 Drug Prevention and Schools/Protecting young people, 11/98.

HAS-Children and Young People Misuse Services

Drugs: Guidance for Schools, 02/04

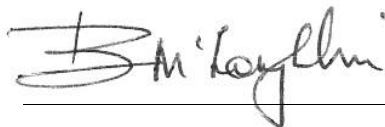
QCA – Drug, Alcohol and Tobacco Education Curriculum Guidance for Schools at Key Stages 1 – 4, 179/2003

Signed by:



Headteacher

Date: _____



Chair of Governors

Date: _____

Review date : December 2018