



Drugs Policy

Name of School	Petersgate Infant School
Date of review	May 2025
Date of next review	May 2028
Reviewed by	Wendy Mitchell Headteacher

School Vision

"for all children to grow into responsible, caring individuals who actively and positively contribute to the community."

At Petersgate Infant School, our vision outlined above is strengthened by our values of safety, caring, achievement, resilience and friendship. These values symbolise warmth, community and cohesion to ensure we are "working together to achieve our best".

As a school, we can apply these values through the following aims:

Aims

- Ensuring everyone stays healthy and safe.
- Ensuring everyone feels valued and has a sense of belonging.
- Providing a high quality learning environment.
- Helping everyone enjoy learning and achieving their best.
- Nurturing and developing the whole child.
- Ensuring everyone makes a positive contribution to the school and wider community.

Safeguarding at Petersgate Infant School is carried out in line with the statutory guidance in 'Keeping Children Safe in Education' published by the Department for Education.

1. Introduction

Aims and Objectives of the Policy

Petersgate Infant School is committed to the health and safety of all its members and will take action to safeguard their well-being. We value the importance of the family unit and will support all members in their awareness of drugs and their misuse.

This policy applies to staff, pupils, parents/carers, governors and partner agencies. This also includes visiting members of the community which includes extended family members.

We recognise that adults are role models and we commit ourselves to setting an example to our pupils by

- keeping a smoke-free environment
- involving and informing parents of our work
- avoiding the use of over the counter medicines in front of the children

A drug is defined as any substance which, when taken into the body, affects the chemical composition of the body and how the body functions.

- In the context of this policy the term “drug” is used to include
 - a) illegal substances
 - b) legal highs (Psychoactive Substance Act 2016) and other psychoactive substances
 - c) substance which are legal but can be misused
 - d) volatile substances
 - e) other unauthorised substances

Some of these substances would not be acceptable for possession on school premises e.g. alcohol and tobacco. Other substances e.g. glue, solvents over the counter and prescribed medicines would be acceptable for possession and use on school premises, provided this is for their proper intended purpose (Drug matters Nov. 1995).

This policy covers deliberate and accidental possession and use of drugs and other substances.

Our school operates a smoke free and vape free site and takes the matter of illegal drugs very seriously. We are aware of the increasing problem of drug misuse throughout the country. Our school will play a full part in contributing to efforts across our community to educate the children and support their understand around drug use. To this end, we are committed to working with our parents. We will ensure parents are informed about their children’s drug education, the school rules in relation to drugs and have the opportunity to be consulted about the school’s policy and teaching programme.

Drug education curriculum

Drug education within the school is mainly delivered as part of the Personal Social Health Education (PSHE)/SCARF programme. It also forms part of the statutory science curriculum.

The goal of drug and alcohol education is:

For pupils to develop the knowledge, skills and attitudes to appreciate the benefits of a healthy lifestyle, promote responsibility towards the use of drugs and relate these to their own actions, both now and in their future lives. It is also to make pupils aware they have choice and help them to make informed decisions.

The learning objectives for drug and alcohol education include:

Attitudes and Values

- to examine own opinions and values, and those of others
- to promote a positive attitude to healthy lifestyles and keeping self-safe
- to enhance self-awareness and self-esteem
- to value and respect self and others
- to value diversity and difference within society
- to promote a sense of responsibility towards the use of drugs

Personal and Social Skills

- to identify risks to health
- to communicate with peers and adults, including parents/carers and professionals
- to learn how to give and secure help
- to develop decision-making, negotiation and assertiveness
- to develop an appreciation of the consequences of choices made
- to be able to cope with peer influences, and in resisting unhelpful pressures from adults, peers and the media
- to make choices based on an understanding of difference and with an absence of prejudice

Knowledge and Understanding

- to develop an understanding of what goes onto and into the body and the effects and risks of using drugs
- to know that all medicines are drugs but not all drugs are medicines
- to know about different types of medicine and that some people need them to live a normal life
- know and understand simple safety rules about medicines, tablets, solvents and household substances
- to gain an understanding of how the body functions
- to gain an understanding of what is safe and appropriate drug use and that all substances can be harmful if not used properly
- to explore attitudes within society to drug use and know where to acquire accurate information with respect to drugs
- to gain knowledge of people who can help if pupils have worries and an understanding of confidentiality
- to gain an understanding of the changing nature of relationships, including families and friends, and ways of dealing positively with change.

The organisation of the drug education curriculum

A variety of teaching and learning approaches are used in PSHE together with carefully selected teaching materials. There is a place for 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 sessions 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. We welcome the involvement of visitors such as the nurse and NSPCC to complement the core delivery by teaching staff. All visitors are supported in the classroom by a teacher.

Confidentiality and child protection

Confidentiality is an important consideration with respect to drugs and the boundaries of confidentiality will be made clear to pupils. If a pupil discloses information which is sensitive staff cannot and should not promise total confidentiality. It may be necessary to invoke child protection procedures if a pupil's safety is under threat. In such circumstances the Designated Safeguarding Lead (DSL) will be informed and child protection procedures will be followed. Relevant examples include a disclosure or reporting of problematic substance misuse in the family home or by a sibling.

Drug related situations

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.

Managing drug related incidents in school

- **"in school"**

This policy applies to all members of the school community on the school premises, including all building and grounds as well as all off-site visits. It will also apply to use of the school's facilities and grounds by the community out of school hours.

- **Records**

Records will be kept electronically using CPOMS. If a child transfers schools during this time the record will be shared, if appropriate, using CPOMS.

- **Suspicious behaviour**

A change of behaviour will be reported to the headteacher and recorded using CPOMS. In this way patterns of behaviour may become apparent.

- **Finding a substance/s**

If a substance is discovered which is suspected of being harmful, illegal or in need of investigation it will be removed to a place of safe keeping IN THE PRESENCE OF A WITNESS and the above procedure followed.

In either case the following information should be recorded:

- Inform a senior leader who will guide the investigation, ensure a written record is made and decide about any disposal
- date and time of retrieval
- size and appearance of substance
- the names of those concerned
- action taken, including the consideration of any sanctions/consequences for the pupil, this may include a support package, where required
- Consider responses, including whether to contact police, including possible disposal and further searching
- Draw up and implement an action plan

The pupil's parents should be informed of the action taken. Consideration will be made to also contact the chair of governors, LEA and other support services.

School will seek the advice of health professionals if appropriate and refer to any relevant support available if necessary.

- **Finding paraphernalia**

If any equipment, gear or paraphernalia associated with drugs misuse is discovered, the items should be handled with care. The incident will be recorded as above and the items confiscated. Needles and syringes will be placed in a rigid and secure container and collection by the appropriate service.

- **Searching**

Storage areas including drawers remain the property of the school. The headteacher may authorise a search of these when there is reasonable cause to suspect the presence of prohibited items. This search must be IN THE PRESENCE OF A WITNESS and the pupil concerned.

Finding drug misuse

If a pupil is found in possession of a substance suspected of being illegal, the police will be informed. If a pupil is found to be in possession of tobacco, alcohol, glue, solvents, prescribed or over the counter medicines.

- Parents will be informed.
- Children's Services will be contacted if this seems appropriate.

In an emergency arising from a drug related incident, the well-being of the pupil is paramount. In all instances.

- the pupil will be separated from the rest of the group.
- the next step in terms of the pupil's welfare will be decided. If this is a child protection issue, we will follow the Child Protection Procedures.

Drug/Alcohol use on the premises

Our school makes it clear that drug/alcohol use on the premises is not acceptable except in the case of prescribed medication which is known to senior management. The parent/carers code of conduct will be followed. This includes:

- Smoking on or around the school premises either during the school day or during evening or weekend events. This includes the use of e-cigarettes.
- Alcohol on the school site during the school day.
- Alcohol consumed by adults in the playground or school field.
- Adults on the school premises who are evidently under the influence of alcohol or substances which impair their judgement; this includes excessive alcohol use/consumption the previous day/evening and the impact of this on others.
- Adults in known possession of alcohol or illegal substances around the school premises. If any type of alcohol is given to a member of staff as a gift; this must be kept in a lockable cupboard until it can be taken home the same day.

Where school staff suspect that there is transgression of these guidelines senior management should be informed immediately at which point a judgement will be made as to whether they should:

- Approach the individual
- Call the police
- Make arrangements to isolate the individual to ensure the safety of children on the school site

The school has the powers, with police assistance if necessary, to remove anyone from the site who is causing a nuisance or disturbance. This includes being intoxicated. The safety of pupils during the journey to and from school is important. If staff have concerns about the safety of a pupil due to parent/carers intoxication then discussion will be held with the adult and consideration given to moving the pupil to a safer environment and/or alternative means of travel home.

At all times the safety of the children remains the key factor in any decision made whilst staff should also be alert to the danger they may bring on themselves by certain courses of action. Any repeat of transgressions might be referred to the Local Authority in order for legal action to be taken. If there is concern that parents collecting a child may potentially place that child at risk the school can, in extreme circumstances, refuse to hand over the pupil. The appropriate services would then be notified immediately.

Health & Safety and medicines

Please see Health and Safety Policy for additional information. The safety of the individual and of all others on the school site are the most important concern if a pupil, visitor or member of staff is thought to be under the influence of any drug or substance which adversely affects their judgement. Responding consistently within our stated Health and Safety procedures, including, where necessary, the administration of first aid, is the priority. Should any drug related paraphernalia be discovered on the school site, most will be handled within existing health & safety procedures using safety equipment such as disposable gloves, and will be bagged up and disposed of in the rubbish. A written record will be kept of suspicious

paraphernalia. Pupils will be advised to not touch suspect items, such as discarded injecting equipment, but report the matter to a member of staff. The member of staff will ensure safety is maintained, until appropriate disposal of the item(s) is undertaken. Solvents or hazardous chemicals legitimately used carefully by school staff or pupils and are stored securely in the lockable cupboards, managed in a way to prevent inappropriate access or use and subject to a COSHH Risk Assessment.

The school provides for the safe and secure storage of medicines:

- All adults are responsible for the secure storage of their own medication
- There is a locked staff medicine cabinet held in the first aid area
- There are first aid kits on the school site, with information about their location

Staff only administer medicines if written parental consent has been provided and agreed to by the school and the member of staff. Some children may also have an Individual Health Care plan, which will outline the medication the child will receive and how/where the medication is stored. This may involve additional training for members of staff involved in offering assistance, which may also include assistance with surgical appliances (e.g. artificial limbs) and medical aids (e.g. hearing aids). For storage of medicines etc please see the Policy for Supporting Children with Medical Conditions.

Emergency aid

Summoning medical help from an ambulance is crucial, but in the interim period emergency aid should be applied as follows by a trained first aider:

- Move the child or young person as little as possible
- Put into the recovery position
- Ensure the mouth is open and unobstructed
- Keep them warm and quiet
- Monitor breathing, start artificial respiration if breathing stops or become shallow
- Apply chest compression if there is no heart beat

If staff have any suspicions that a pupil is intoxicated from inhaling a volatile substance, care should be taken to not chase or overexcite the pupil. Strenuous activity for volatile substance misusers can increase the risk of sudden death. The pupil should be kept calm until the effects have worn off.

Educational visit/social events

The school's drug education policy applies during school visits and school social events.

School social events

At all social events (including PTA events) organised by the school and with the pupils present, the responsibility for the conduct of the pupils present remains with the parent/carer.

- At such events the school 'No Smoking Policy' will be enforced.
- This school will not condone the use of any illegal substance by any individual during social activities connected with the school.
- Adults at designated school functions, subject to compliance with licensing law and within reasonable limits, may consume alcohol.

Staff matters including training

All staff are expected to work within the agreed policy and their own professional and employment terms and conditions. Training will be available to all staff on: basic awareness of drugs (including alcohol), emergency procedures, procedures in the event of an incident, confidentiality and disclosure, and awareness of the drug education teaching programme within PSHE/SCARF and its consistency with the school's values. In addition, the specific professional development needs of teachers delivering aspects of drug education within PSHE will be incorporated into individual and team professional development plans.

Implementation, monitoring and review

Implementation of the policy is the responsibility of the Headteacher and Governors. Opportunities will be made to inform parents about their children's drug education and about wider support and concerns about drugs, both through written information and parents' events.