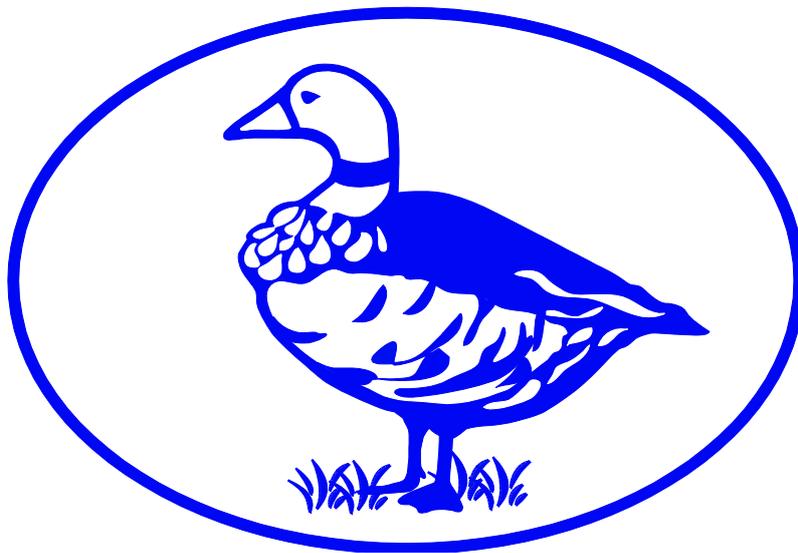


**HOO ST WERBURGH PRIMARY SCHOOL AND MARLBOROUGH
CENTRE**

DRUG AND ALCOHOL EDUCATION POLICY



Date: September 2013

Signed HT

Signed CoG

DRUG & ALCOHOL EDUCATION POLICY

INTRODUCTION

Drug and Alcohol Education is a Government requirement and one, which Hoo St Werburgh Primary School & Marlborough Centre (Hoo) believes to be of vital importance to our pupils in preparation for adulthood in order to guide and protect them from the misuse of drugs and/or alcohol. At Hoo we recognise that in the world we live in drugs and/or alcohol are commonplace and are used legally and illegally. We recognise that our pupils will come into contact with drugs or alcohol used in a medical context i.e. prescribed and non-prescribed medicines. At Hoo we are aware that some of our pupils are dependent upon medication to maintain their health/behaviour. We recognise that our pupils come into contact with drugs and/or alcohol used socially e.g. tobacco, alcohol, tea, coffee, and also possibly illegal substances. There has been an increase in the misuse of legal substances over recent years, these include solvents. The word drug is used to mean any substance that when taken into the body affects the way in which the user thinks, feels and behaves.

AIMS

To provide pupils with the information, guidance and support required to increase their knowledge, challenge attitudes and to make healthy informed choices related to the use and misuse of drugs and/or alcohol.

OBJECTIVES

- To be able to differentiate between the use of medicines for health purposes for individuals and the dangers involved in the misuse of drugs and/or alcohol.
- To provide pupils with the knowledge necessary for them to be able to protect themselves from abuse, illness, exploitation and risk.
- To develop personal skills to enable pupils to deal with situations, this may involve the misuse of drugs and/or alcohol, i.e. assertiveness, choices, decision making, self-esteem etc.
- To gain an understanding of the effects and dangers of socially acceptable drugs and/or alcohol, i.e. smoking, drinking use of tea and coffee.
- To develop pupil's awareness that people that misuse drugs and/or alcohol can be found in any part of society (i.e. within own neighbourhood or family)
- For pupils to be aware of who they can ask for support and where guidance can be obtained.

CURRICULUM PLANNING, TEACHING & LEARNING

Schemes of work are planned for each year group/class to ensure coverage of National Curriculum, and to provide areas for pupils requiring a modified approach. Drugs and alcohol education is seen to be part of the P.S.H.C.E. Curriculum. Drugs and alcohol education will be taught by the class teachers throughout the whole age range to ensure progression and that the concepts and content will increase in depth as the pupils mature physically, emotionally and intellectually.

The Statutory requirements as outlined in the Science programmes of study state that pupils should be taught about the role of drugs and/or alcohol as medicines at KS1 and about the effects on the human body of tobacco, alcohol and other drugs and how these relate to health when in KS2.

The main core of the programme is delivered to whole classes but also there is flexibility to include working in small groups, across the Key Stages or to individuals according to the developmental needs and experience of the pupil. A range of teaching strategies is used which may vary according to age and ability of the pupils. These include group work, games, audio and visual aids, group discussion, stories and the use of speakers from outside.

Pupils are encouraged to take part in group discussions giving an opinion or an example if they wish. They are encouraged to listen and look at information given by the teacher; speaker or video and to reflect upon what they have seen and heard. Pupils' own experiences are used in discussion wherever possible as a starting point to develop skills, which can be related to practical real life situations. Role-play and drama are used to allow pupils to express themselves in a more relaxed and less formal way. Published worksheets and materials are sometimes used to support the students learning and recording. Educational visits are used, where appropriate, to support the Drugs and Alcohol Education programme i.e. BROMPTON BARRACKS EVENT, Police station, health centre, school nurse visits, etc.

MANAGING DRUG RELATED INCIDENTS.

At Hoo we recognise that although it is unlikely that we experience many drug related incidents it is essential that a procedure is in place for dealing with such cases. The Medway policy for managing drug related incidents is attached (appendix 2). A copy of the procedure to follow on the discovery of drugs and/or alcohol is attached (appendix 1).

Staff must remember that at all times the safety and well being of the child is paramount. Seek immediate medical attention / advice if a pupil appears unwell because of drug abuse.

Smoking and the use of alcohol on our School Premises are not permitted.

LINKS TO OTHER POLICIES

The policy should be read alongside and in conjunction with other policies regarding the safety and welfare of children and these together make up the suite of policies to safeguard and promote the welfare and safe behaviour of all children in this school.

USEFUL WEBSITES

There are now more than 60 UK websites, each offering a slightly different brand of approach, material and quality. A good drugs and alcohol education site should ideally meet all of the 11 key criteria, which are set out in *The Right Choice*, which was issued, to Medway schools in 1998. For details and a free copy, refer to information on Useful Literature page. The following are only a selection and have not been specifically recommended:

www.wiredforhealth.gov.uk

[www.drugs and alcoholuk.org](http://www.drugsandalcoholuk.org)

[www.drugs and alcoholcope.org.uk](http://www.drugsandalcoholcope.org.uk)/drugs and alcohol search – useful background information for teachers

www.parentlink.co.uk

www.hpe.org.uk

www.d-2k.co.uk

www.cascade.u-net.com

[www.le.ac/education/resources/student/SUE/drugs and alcohol](http://www.le.ac/education/resources/student/SUE/drugsandalcohol)

[www.drugs and alcoholaware.net](http://www.drugsandalcoholaware.net)

www.thesite.org.uk

www.keele.ac.uk/koss/drugweb/index.html

www.dare.uk.com

www.portman-group.org.uk – alcohol information and resources directory

www.talktofrank.com/home - drug information website

NATIONAL AND LOCAL SUPPORT AGENCIES

National Drugs and alcohol Helpline

Free, confidential – 24 hours a day

0800 77 66 00

ADFAM National

The UK Charity for families and friends of drug users

0207 928 8900

Mon-Fri 10am – 5pm, Tue 10am–7pm

Release

National, Legal Drug Service

0207 729 9904

Mon-Fri 10am-6pm

0207 603 8654

Mon-Fri after 6pm

Parents Against Drug Abuse

Free confidential – 24 hours a day

0345 023 867

Parentline

Organisation for families of drug users

01702 55 99 00

Drugs and alcohol cope

Good practice unit for young people and drug misuse (GPU)

The GPU provides central leadership for supporting and developing services targeted for young people requiring

Advice and treatment for drug problems

020 7928 1771

Mon-Fri 9am-5pm

Young People's Services

Thames Gateway NHS Trust

15 New Road Avenue

Chatham

Kent

ME4 4 QJ

01634 827951

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USEFUL LITERATURE TO SUPPORT DRUGS AND ALCOHOL EDUCATION IN SCHOOLS

National

National Curriculum QCA 2000

Ofsted: Drugs and Alcohol Education In Schools: An Update (2000)

Report from the office of Her Majesty's Chief Inspector of Schools

The Right Approach: Quality Standards in Drugs and alcohol education (1999)

SCODA

Sets out the ways in which drugs and alcohol education can be reviewed and assessed

The Right Responses: Managing and making Policy for Drug Related Incidents in Schools (1999) SCODA

Tackling Drugs and/or alcohol To Build a Better Britain (1998) Government 10-year drug strategy

The Right Choice (1997)

Guidance on selecting drugs and alcohol education materials for schools

Protecting Young People: Good Practice In Schools and The Youth Service (1998)

A guidance booklet that supplements Circular 4/95

Circular 4/95: Drugs and Alcohol Education and Schools (1995) DfEE

Detailed guidance on the role and duties of schools in relation to curriculum input and managing drug related incident

Drugs and Alcohol Education: Curriculum Guidance For Schools (1995) DFE and SCAA

Guidance on how to plan and organise drugs and alcohol education, with reference to timetabling, content and health education principles

Local

Managing Drug Related Incidents (2000)

Kent Constabulary, Medway Council, Kent Initiative on Drugs and/or alcohol and alcohol and Kent County Council

Drugs and Alcohol Education Lesson Plans for Key Stage 1 and 2 (2000)

Kent Advisory Service and Medway Council

All SCODA and DfEE documents are available free from the DfEE on 0845 6022260 Quote the name of the document

Appendix 1

Possible signs and symptoms of drug use

It is often extremely difficult to ascertain whether a young person is experiencing or suffering from the harmful effects of drug use and care should be taken to ensure that the following signs and symptoms are not mistaken for the normal signs and symptoms of adolescence. There are usually more than at least one or two of these signs and symptoms to indicate evidence of drug misuse. They can be divided into a number of categories that include physical condition and appearance, social behaviour, learning performance and personal organisation.

Physical condition and appearance

Long Term

- Paleness;
- Tiredness;
- Weight loss;
- Lack of co-ordination,
- Poor hygiene.

Short term

- Stains on clothing;
- Smells on clothing;
- Spots around nose/mouth;
- Redness around nose/mouth;
- Blisters in region of mouth;
- Inflamed eyes;
- Injection marks.

Social Behaviour

- Significant changes in the availability and use of money;
- Increased activity/hyperactivity;
- Increased lethargy;
- Rapid changes in energy levels;
- Increased withdrawal;
- Changing friendship groups/patterns;
- Rapid changes from elation to depression;
- Un-cooperative;
- Truancy;
- Use of substance related language;
- Concealment and denial;
- Aggressiveness;
- Increased involvement in conflict situations.

Learning Performance

- Reduced performance;
- Loss of powers of recall;

- Incoherence;
- Loss of dexterity/practical skills;
- Reduced output;
- Reduced homework;
- lack of interest.

Organisation

- Unpunctuality
- Failure to bring equipment;
- Discontinuing/lack of interest in hobbies;

Appendix 2

Managing Drug Related Incidents

Definition

A drug related incident is defined as any person on the premises, be it pupil, parent, carer or visitor, who is under the influence or in possession of intoxicating substances. It may also refer to incidents out of school, which directly affect our pupils and their immediate families.

The primary concern for the school is the care and welfare of its pupils. The school will seek to balance the safety and security of pupils. There are a number of young people in schools and other educational establishments who may require medication to be administered during the school day. Pupils with medical conditions requiring this on a regular basis should be made known to all staff and members of the school community. A list of pupils with medical conditions is updated at the start of each new academic year, and each class teacher has the list appropriate to their class. A whole school list of pupils with medical conditions is made available in the school offices.

The school has a number of staff that have been trained as first aiders. The children know how to gain help via the Staff, and the Lunchtime Supervisors.

The school will follow the law in that it permits school staff to take temporary possession of a substance suspected of being an illegal drug for the purpose of preventing an offence from being committed or continued in relation to that drug providing that all responsible steps are taken to destroy the drug or deliver it to a person lawfully entitled to take custody of it. This will usually be performed with the assistance of the police on occasions, which do not involve alcohol or tobacco, (which will be destroyed on the premises). In issues concerning drug paraphernalia the police will always be contacted.

The school will involve parents/ carers in personal searches and searches of school property, but at all times with at least two members of the school staff in attendance.

Circumstances Defining Where Parents/Carers or Other Agencies Including the Police may need to be notified.

Schools are recommended to conduct a careful investigation to judge the nature and seriousness of each incident. The emphasis should be on listening to what people have to say and asking open-ended questions. Schools should consider separating any pupils involved in the incident and ensuring that a second adult witness is present. Issues such as confidentiality, child protection, police intervention and referral to external agencies need to be given careful attention to safeguard the needs of those involved and to ensure an appropriate response is taken. Any incident involving the misuse of drugs will take account of:

- the age and maturity of the child or young person
- any previous incidents of drug misuse by the child or young person
- which drug/s are being used/supplied
- is the drug legal or illegal
- how much is being used and how often
- how they take the drug, where, with whom
- how long has it been going on
- the child's home circumstances
- pupil's knowledge and understanding of the school policy and rules

Any response should balance the needs of the individual with those of the wider school community, and aim to provide pupils with the opportunity to learn from their mistakes and develop as individuals.

Drug/alcohol related problems are rarely, if ever, isolated and are usually indicative of wider issues in a young person's life. A holistic approach is essential when assessing drug/alcohol use and other factors that are impacting on a young person's life and behaviour. Schools should develop a range of responses in line with local protocols. Schools have a role in identifying pupils who have drug related needs. The process of identifying needs should aim to distinguish between those who could benefit from targeted prevention, and those who require a more detailed assessment of their needs. The Drug and Alcohol Action Team Screening Tool DUST may prove useful in identifying the most appropriate response to individuals' needs and can be referred to the most appropriate agency commissioned by Medway DAAT. Staff have no legal obligation to report an incident involving drugs to the police. However, schools need to work in partnership with the police to outline:

- when an incident can be managed internally by the school
- when the police should be informed or consulted
- when the police should be actively involved
- when a pupil's name can be withheld and when it should be divulged to the police

Schools should make a full record of unauthorised drug incidents. Storage of sensitive information about pupils or staff should be stored in accordance with the requirements of the Data Protection Act 1998. A book for recording should be kept in the Headteacher's office.

If incidents involve a child then the Headteacher as Child Protection Officer, will consult all relevant agencies as well as calling the parent/ carer into school to collect or discuss the pupil. "Inclusion in mainstream education

provides the structure and stability necessary when drug/alcohol and other problems are evident in a young person's life and contributes to reducing other vulnerabilities." Where school feels it has no choice but to exclude pupils, it needs to ensure that there are adequate and appropriate care pathways available to the young people and their families/carers. Medway Exclusion Team will be available for advice.