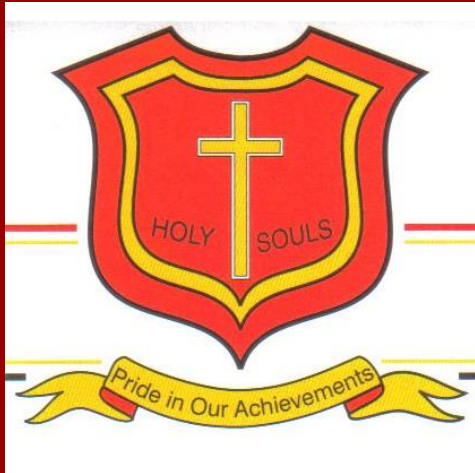


HOLY SOULS RC PRIMARY SCHOOL

Pride in our achievements



Vision Statement

Holy Souls School is a Catholic School where we share our life in Christ in the growing knowledge that Jesus loves us. Our school is a place where everyone is able to feel welcomed, valued, secure, loved and happy. Everyone who comes into our school will be treated with respect. We remember that Jesus said, 'Treat others as you would like them to treat you'

Policy Statement for Drugs

Date Agreed by Governors: 21st March 2024

Governor Review Date: Spring 2027

Holy Souls RC Primary School

Policy Statement for Drugs

For the purposes of this policy, the term “drugs” refers to those substances controlled under the Misuse of Drugs Act 1971, solvents and other volatile substances, prescribed and over-the-counter medicines, alcohol and tobacco, illegal drugs and other unauthorised substances.

Introduction

This document is a statement of the school's drugs policy. It has been written in accordance with the DFE and Association of Chief Police Officers (ACPO) drug advice for schools, published in September 2012. It was developed during the spring term of 2021 through a process of consultation with staff and Governors and reviewed in Spring 2024.

Our first concern in managing drugs is the health and safety of the school community and meeting the pastoral needs of pupils. We recognise that our pupils need guidance and support to live safely and healthily in a drug using society, in which the use of any drug, legal or illegal, has the potential for harm. We believe that we have a responsibility to help prevent drug problems within and amongst our school community.

We aim to educate our pupils in a way that is both relevant and sensitive to their abilities and experiences and which allows them to increase their knowledge and understanding, explore and develop their own informed opinions, as well as develop a range of skills to deal appropriately with situations about and/or involving drugs and/or drug use.

For some members of our school community, drug use may become a problem for themselves or for those around them. We therefore have a policy statement and procedures for managing drug-related incidents.

In order for this policy to be implemented in the most effective way, its co-ordination and organisation will be the responsibility of the PSHE Co-ordinator on a day-to-day basis and with Miss Wells at governor level; both will be supported by the Headteacher.

Mission Statement

“To love one another as I have loved you,” is at the heart of our Mission Statement. Holy Souls School is a place where we share our life in Christ, in the growing knowledge that Jesus loves us. Our school is a place where everyone is able to feel welcomed, valued, secure, loved and happy. Everyone who comes into our school will be treated with respect and valued as a unique member of our school family.

We aim to develop and nurture the whole person supported by the love of God. Central to this process is the opportunity for adults and children to form relationships that are based on trust, integrity, love and concern.

Drugs Education

In England, certain aspects of drugs education are a statutory requirement as part of Science in the revised National Curriculum:

'At Key Stage 2, 7-11year olds should recognise the impact of diet, exercise, drugs and lifestyle on the way their bodies function'.

Our aims for drugs education are:

- To ensure that all our pupils have the opportunity to experience high quality drugs education appropriate to their age, maturity, cultural heritage, ability and experience.
- To improve pupil's knowledge of drugs and their effect on the body;
- To provide accurate information about substances and to increase understanding about the implications and possible consequences of their use and misuse.
- To enable pupils to make healthy, informed and sensible decisions about drugs and drug use.
- To enable pupils to develop a range of skills to deal appropriately with situations about and/or involving drugs and/or drug use.
- To help pupils to develop their own attitudes to drugs and drug use within the current legislative framework.
- To help pupils to identify sources of information, advice and personal support and be able to access these resources if required.
- To create an environment where pupils feel able to explore and discuss drug-related issues, appropriate to their age.

Content

At Key Stage 1 pupils learn about being safe with medicines and household substances and the basic skills for making healthy choices and following safety rules. At Key Stage 2 pupils learn about the effects and risks of alcohol, tobacco, volatile substances and illegal drugs and basic skills to manage risky situations. They learn how to make informed choices about their health, how to resist pressure to do wrong and to take more responsibility for their actions. Where appropriate and possible, drug-related educational issues will be linked to other curriculum areas such as Science and Maths.

Delivery

Drugs education will be taught as part of our PSHE curriculum and by each class teacher with support from the PSHE Co-ordinator.

Outside agencies

We recognise that, whilst we must maintain lead responsibility for our pupils' education, other agencies and individuals may have important contributions to make to our drugs education programme and the PSHE Co-ordinator will

assess such opportunities to ensure that their style, content and philosophy is complementary to our own.

Parental involvement

We will ensure that parents have the opportunity to learn about our drugs education programme through specific parent events. Information about our drugs policy will also be published in relevant documents.

Monitoring

Our programme will be monitored on an annual basis by the PSHE Co-ordinator, teaching staff and governors.

Drugs Prevention

We believe that our prevention activities should focus on preventing drug misuse and its unwanted consequences for individuals and the school community. Our drugs prevention activities will be an integral part of the school's aim to provide a healthy, safe and supportive environment within which its members are encouraged, motivated and supported to achieve their potential.

To this end, our aims for drugs prevention are:

- To ensure that the school is a health promoting environment.
- To ensure that the school premises are a safe environment.
- To be prepared to talk to members of our school about any drugs-related issue, concern or problem and offer them appropriate advice within the limits of the law, DfE and LEA guidance.
- To help and enable our pupils to develop and maintain positive self-esteem.

Prevention in practice

These aims will be achieved by:

- Ensuring that DfE and other appropriate and relevant guidance on managing medicines is implemented and supported by the school nurse and all other staff.
- Ensuring that, if there is alcohol on the premises for any agreed and organised event, it is stored safely and securely and that an inventory is kept. This is the responsibility of the Headteacher.
- Ensuring that there is guidance for caretakers and other staff about the disposal of drug-related paraphernalia. This is the responsibility of the Borough's Health and Safety Department.
- Ensuring that information about local and national drugs information, advice and support resources are available to members of the school community and that these are accessible in such a way that confidentiality and anonymity can be maintained.
- Ensuring that there is a support system in place for any member of the school community who may be experiencing a drug-related problem (detailed in the following section).
- Ensuring that the development of self-esteem remains central to the ethos of the school.

Staff support and training

We are committed to providing induction and drug awareness training arrangements for all staff working at our school and relevant governors. Staff will also be made aware of their responsibilities in relation to drinking and other drugs use in school hours and on school trips.

Monitoring

Our activities will be monitored on an annual basis by the Head teacher and governors.

Managing drugs-related incidents

For the purposes of this policy, a “drugs-related incident” will mean evidence or suspicion of a specific event during school hours – including trips, residential events, visits, sports events and any other event at which the school is being represented – involving one or more unauthorised drugs and requiring immediate action.

A “drugs-related situation” is an event or series of events, including planned and authorised events, involving one or more drugs, which requires further observation, investigation, monitoring, managing or referring by staff.

The school acknowledges its responsibility as being central in addressing drugs-related incidents and its responsibility to involve outside agencies where necessary.

The aims for the management of drugs-related incidents are:

- To have a clear and consistent set of procedures in order to be prepared for any drugs-related incident.
- To ensure that any drugs-related incident is dealt with efficiently, expediently, sensitively and in the best interests of all concerned
- To ensure that the school does not overreact to drugs use nor underreact to drugs misuse.
- To define clear roles and responsibilities with regard to managing a drugs-related incident.
- To minimise the potential for negative publicity for the school or any member of its community.

It must be made clear at this point that this policy is about keeping pupils, staff and the whole school community safe and about managing any problems and issues that drug use might bring. It is not about punishment, labelling or unnecessary exclusion.

Key responsibility

Drug-related incidents will be managed and co-ordinated by the Headteacher. Any and all information about any known or suspected drugs-related incident will be channelled through the Headteacher who will then initiate and/or co-ordinate action, including consultation with the Key Teacher, Key Governor

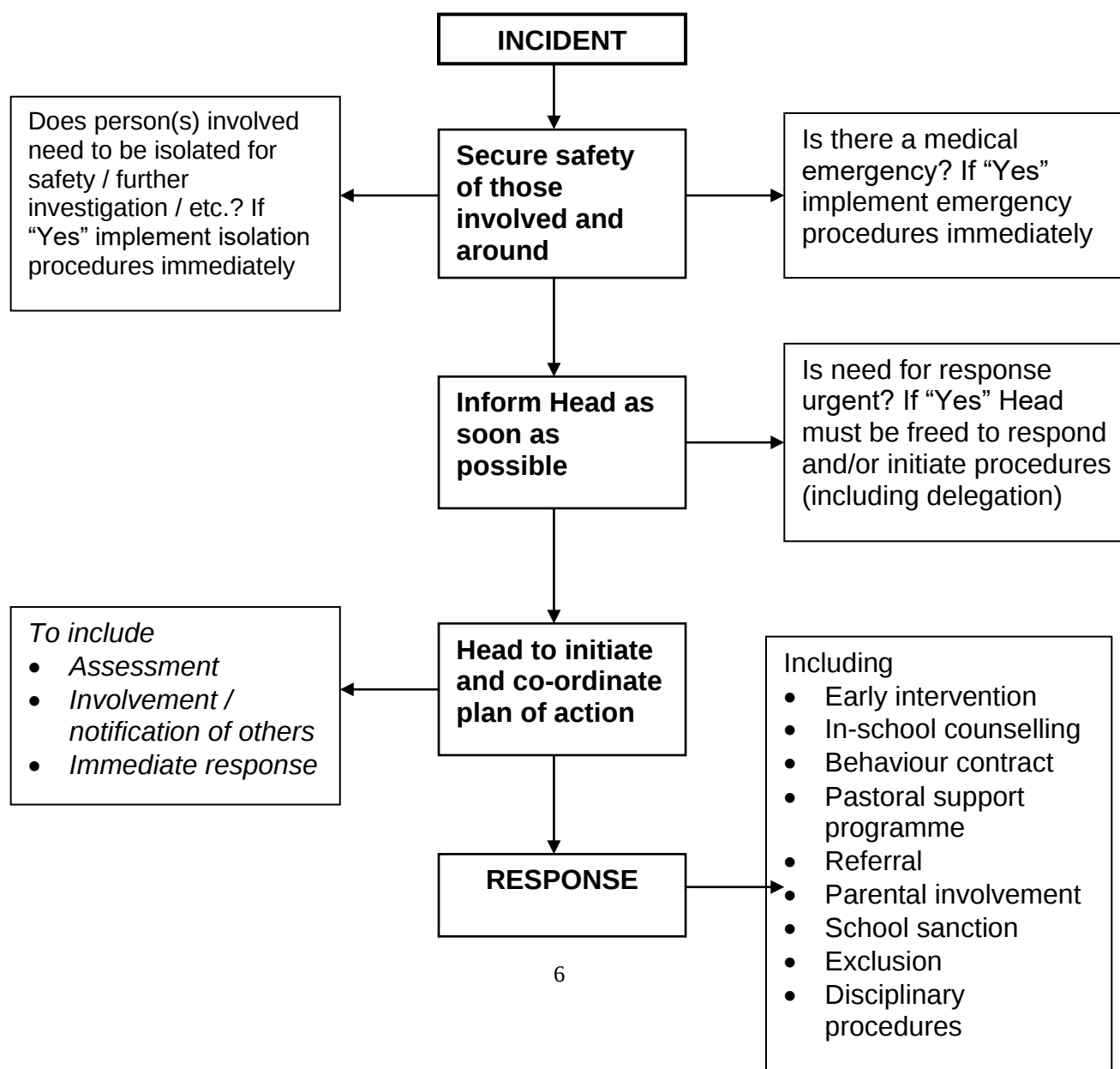
and, where relevant, outside bodies. In the event of their absence, the co-ordination will be delegated to the Deputy Headteacher. In the event of a drug-related incident that involves the Headteacher, then the Chair of Governors should be contacted.

Process

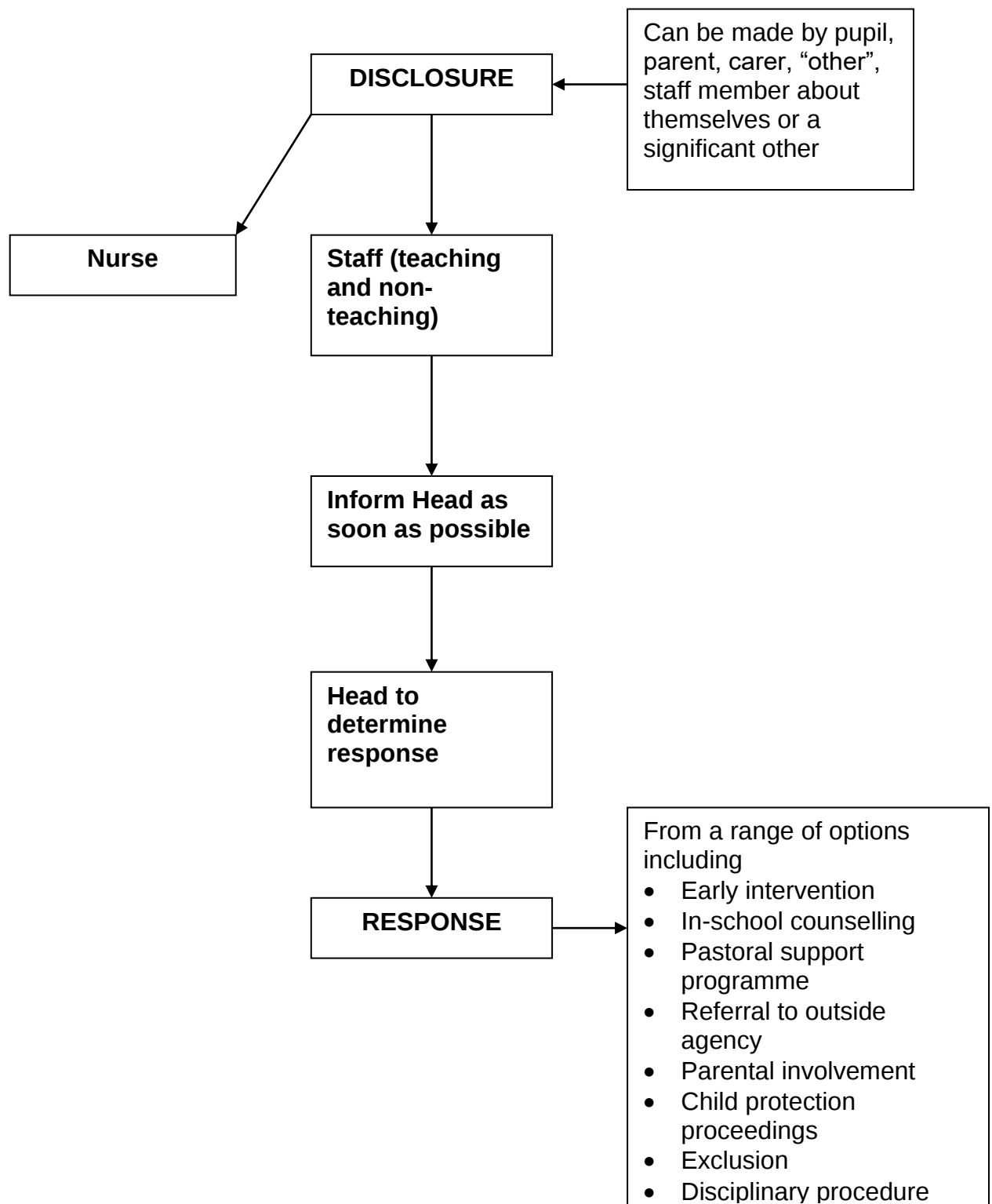
For the purposes of this policy, two scenarios are detailed; incidents that are “**discovered**” and incidents that are “**disclosed**”.

- “**discovered**” – refers to an incident where there is evidence or suspicion that an individual or group are in possession of unauthorised drugs during school time, using drugs during school time, intoxicated during school time and/or within the vicinity of the school, supplying drugs during school time, cultivating unauthorised drugs on school premises, or involved in any of these activities out of school time.
- “**disclosed**” – refers to an incident where an individual or group disclose a concern, issue and/or problem associated with drugs. Any such disclosure may be about themselves or others.

A) Discovered



B) Disclosed



In both circumstances, the Headteacher will be informed at the earliest possible opportunity about the incident / disclosure, what initial actions have been taken and who else is involved. With the exception of a medical emergency, all subsequent actions will be decided by the Headteacher.

These might include:

- Notification of parents / carers
- Notification of police in all cases of illegal substances
- Responsibility for assessment of the situation
- Completion of incident records
- Notification / involvement of other staff
- Support to be brought in from others, including outside agencies, LEA, etc
- Recommendations regarding sanctions
- Recommendations regarding support
- Aftercare arrangements

Response

The response to any drug-related incident will be determined by, and justifiable in terms of:

- The appropriateness of the response to the needs of the pupil.
- The proportion with the offence in the case of the incident being “discovered”.
- The needs of all concerned – the person involved, other persons involved, the school and the community.
- The consistency with existing school rules, codes and expectations (eg behaviour, support, discipline, equal opportunities, exclusions).

As such, there is no prescriptive “tariff” of support / sanctions for specific incidents. Reference will be made to the Disciplinary Policy.

The general principles that will be followed are:

- The Headteacher will determine the appropriate action after a full assessment and consideration of needs. This will be done as quickly as possible.
- The Headteacher will also determine who will be informed of the incident / response. In the case of pupils, unless the Head teacher considers there to be need for exception, parents / carers will be informed.
- In the case of staff, the Disciplinary Policy would be followed.
- Where the Headteacher believes the pupil to be at moral or physical risk or in breach of the law, s/he must ensure that the pupil is aware of the risk(s).
- If an outside agency is to be involved in an incident involving a pupil, the Headteacher will consult with parents / carers to determine who will make the referral.
- School reserves the right, where appropriate, to contact the police with regard to any incident, although there is no legal obligation on the school to inform the police of incidents. However, if the police become involved in any incident, the law will take its course. If not, the response

will not be harsher than that which would be imposed by the law. Parents will always be contacted where there is police involvement.

Contact by the media

All media contact will be referred to the Headteacher who will determine the most appropriate response. Reference will be made to LAs guidelines.

Managing disaster

In the event of a drug-related incident involving serious injury or death, the standard disaster management procedure will be implemented.

Monitoring

This section will be monitored on an annual basis by the Head teacher and governors.

Special circumstances

- ***Searching*** – it is not legal to conduct a personal search of a pupil, even if it is known that they are in possession of an unauthorised substance. A pupil can be asked to empty their pockets or bag, in the presence of two members of staff, but is under no obligation to and if the request is refused, staff themselves can take no further action. If a search is conducted without consent (and this must be informed and freely decided consent) then charges of common assault can be brought. The only exception to this is in the case of medical emergency when medical staff will need to know what, if any, substance has been taken. A search or request for search will be recorded in all cases.
- ***Confiscation / possession*** – it is legal, under Section 5 of the Misuse of Drugs Act 1971, to be in possession of an illegal drug in order to prevent an offence being committed and with a view to ensuring its disposal. Should a member of staff come into possession of an illegal substance, they will inform the Head teacher (or Deputy Head teacher) as soon as possible, note the time and date of the possession, what the suspected substance is, the names of staff involved and the arrangements for its disposal. This record will be given to the Head teacher for filing at the earliest possible opportunity.
- ***Disposal*** – it is legal for a staff member to dispose of an illegal drug by, for example, flushing it down a toilet. This will be done, wherever possible, by the Head teacher and witnessed by another member of staff. A record will be kept of the disposal. It is also possible for arrangements to be made to hand the substance to the police, though the law does not require this. The Head teacher will make this decision.