



Drugs Policy

Date:	March 2025
Review Date:	March 2028
Responsibility:	Headteacher
STATUTORY	No
Checked against Equality Policy	Yes

Agreed by Governors: Brendan Gibbs	Date: March 2025
Headteacher: Rebecca Mitchell	Date: March 2025

Enjoy

Persevere

Succeed

The philosophy of Emsworth Primary School is to provide a supportive and nurturing environment in which all pupils are encouraged to develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of a healthy lifestyle. Drugs Education at Emsworth Primary School takes account of pupils' views, so that it is both appropriate to their age and ability, and relevant to their particular circumstances.

Rationale

Our school plays an important role in tackling drug misuse by providing drug education and pastoral support to all pupils. It is our aim to help all pupils to be able to take their place safely in our society where a wide range of drugs exists. We recognise that some drugs may be considered to have beneficial effects, but also that every drug has potential harm. For this reason, all drugs need appropriate and responsible care and management. In order to be able to make informed choices, staff and pupils need to understand the nature of drugs, their social and legal status, their uses and effects.

Relationship to other policies

This policy has links with the following school policies:

- PSHE
- Health and Safety
- Administering Medicine and Supporting Pupils with Medical Needs
- Confidentiality

To whom does the policy apply?

This policy applies to all of the following people when they are on the school premises:

- Children (both pupils of the school and any other children on school site e.g. siblings)
- Staff
- Parents/carers
- Visitors
- Students on work placements

Equal Opportunities Statement

Drug education will be provided to all pupils with consideration of any particular needs (see Equal Opportunities policy).

External Guidance

Emsworth Primary School co-operates and seeks support with other agencies such as Hampshire Police, Social and Health Care Services, Local Authority, Health and other appropriate Drug Agencies to deliver its commitment to drugs education and to manage incidents of drug use and misuse. In all our planning and responses to drug issues we take careful account of LA and national guidance, in particular *Drugs: DFE and ACPO drug advice for schools, September 2012*

The role of the Headteacher and Governing Body

The Headteacher takes overall responsibility for the policy and its implementation, for liaison with the Governing Body, LA and appropriate outside agencies, and is the Drug Education and Incident Management co-ordinator, who, along with the PSHE subject leader (Carrie Mingo), will have general responsibility for handling the daily implementation of this policy. The Headteacher will ensure that all staff dealing with substance issues are adequately trained and supported.

Dissemination of the Policy

The policy has been distributed to all staff and governors and is available to parents/carers, pupils and relevant outside agencies. It is included in induction sessions for new staff, pupils, parents and governors.

Formation and Consultation Process

This policy has been prepared following guidance from DFE, Hampshire Police and ACPO drug advice for schools.

Aims and Objectives of the School Drug Policy

- To increase knowledge and understanding of drugs and their effects by providing accurate information
- To improve self-knowledge, particularly in terms of risk-taking
- To promote positive attitudes towards healthy lifestyles; to challenge and try to modify these when they may lead to behaviour harmful to health
- To promote a sense of responsibility towards the use of drugs
- To develop social skills such as making informed choices and resisting unhelpful pressures from peers and from advertising

Incident Management

Emsworth Primary School aims:

- To establish and maintain an environment in which the school is free from the misuse of any drugs
- To clarify the appropriate procedures in the management of drug-related incidents (see appendix A of this policy)
- Reduce situations of risk for the majority
- Deter future occurrences
- To respond to any individual in the school community in need of support.

Definition of Drugs

At Emsworth Primary School, a drug is defined as '*a substance people take to change the way they feel, think or behave*'. This definition includes illegal substances and also legal substances such as: alcohol and tobacco, volatile substances, over the counter medicines and prescription medicines used outside the indication they were prescribed for. (DFE and ACPO drug advice for schools, September 2012)

Drugs on School Premises

The legal definition of premises of a school includes everything within the property boundaries including buildings, outbuildings, playgrounds, fields and also extends to include other settings such as vehicles, boats, marquees or any venue managed by the school at the time e.g. premises of a school trip or visit.

Illegal Drugs, smoking and alcohol on the School Premises

All illegal substances are forbidden on the premises. In accordance with County Council policy the school is a "no smoking" area for staff and visitors. If anyone is found smoking on site, the Headteacher must be informed immediately.

Alcohol may only be consumed on the school premises for events organised by members of staff, governors or Emsworth Primary School PTA events, which take place after the end of the school day. Verbal permission must be obtained from the headteacher prior to the event. The organisers are responsible for ensuring that all those consuming alcohol are over the age of 18 and that relevant licenses are obtained.

To protect the health and safety of the school community, regular checks will be made of the site to ensure that drug paraphernalia, particularly needles and syringes, are cleared away safely and legally.

The school will ensure that potentially hazardous substances are stored safely and pupils will be supervised if it is necessary that they come into contact with them in the course of their work. Pupils are not permitted to be in possession of sniff-able products.

Drug Incident; where Substance Misuse or Supply is Suspected

Staff should follow the flow chart found in the *Drugs: Guidance for Schools (DFES February 2004) pages 117 -118 (See 8A)* and inform the Head teacher who will then assess the school's legal requirements, this may include the involvement of appropriate outside agencies, and the proposed school response, the involvement of parents/carers, the arrangements for recording and informing other agencies, and the Health & Safety procedures (see Health & Safety policy) including safe handling of suspect substances (See 8C). All incidents must be recorded on an incident form. (See 8D)

In each case, a child's record and circumstances should be taken into account, their age, the substances involved, the location of the incident, nature of the offence/incident, attitude of pupil and what help can be offered.

The consequences of such incidents involving pupils will follow broadly the same procedures as laid down in the school Behaviour Policy.

Parents/carers have the right to be informed of any incident that could result in potential harm to their child. This can be a very sensitive issue for parents, and therefore, it will be handled with care and consideration. The Head Teacher will

consider if there are any special circumstances, which may temper this right. The child protection service may be contacted in the first instance and advice sought (see school's Safeguarding Children policy/procedures).

If incidents involve illegal drugs, the headteacher will follow the guidance set out in DFE and ACPO drug advice for Schools, September 2012

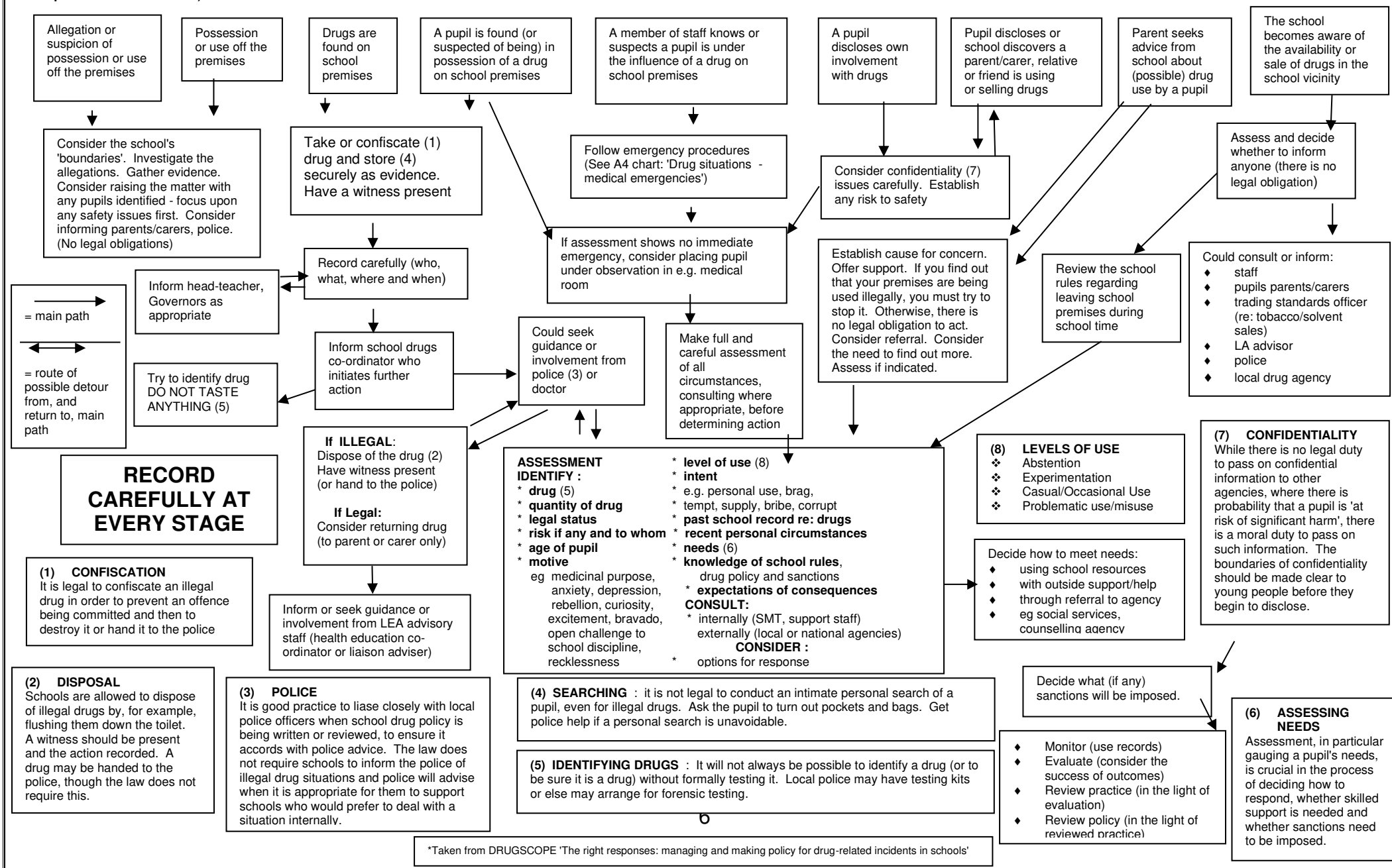
- **Rumour and Suspicion.** Evidence should be collected before confronting the pupil
- **Caution** should govern any attempt to identify symptoms or behavioural change
- **Disclosure.** When information is passed on to staff the limits on staff retaining confidences must be clear and staff must act for the protection and interest of the pupil
- **Discovery.** Substances should be confiscated without confrontation, but with regard to safety and when possible, in front of a witness. The Police may be informed to help with advice and analysis.
- **Intoxication.** The intoxicated person should be kept from harm and kept under observation. Details should be recorded to help professional medical treatment.
- **Emergency.** Loss of consciousness, possibly due to drug overdose, misuse, or admitted overdose without visible symptoms.

Drug Situations – Medical Emergency

The procedures for an emergency apply when a child or young person or others are at immediate risk of harm (*see 8B*)

8A: SITUATIONS INVOLVING DRUGS WITHOUT MEDICAL AUTHORITY

legal drugs (alcohol, tobacco, butane gas, nitrites etc) **medicines** (slimming pills, tranquillisers, painkillers etc) **illegal drugs** (cannabis, amphetamines etc)



8B: DRUGS SITUATIONS - MEDICAL EMERGENCIES

The procedures for an emergency apply when a child or young person or others are at immediate risk of harm. A person who is unconscious, having trouble breathing, seriously confused or disorientated or who has taken a harmful toxic substance, should be responded to as an emergency.

Your main responsibility is for any pupil at immediate risk, but you also need to ensure the well-being and safety of others and yourself. Put into practice your school's first aid procedures.

IF IN ANY DOUBT, CALL MEDICAL HELP.

ALWAYS:

- assess the situation
- if it is a medical emergency, send for medical help and an ambulance

BEFORE ASSISTANCE ARRIVES:

If the person is conscious:

- ask the person what has happened and to identify any drug used
- collect any drug sample and any vomit for medical analysis
- **do not** induce vomiting
- keep the person under observation, warm and quiet

If the person is unconscious:

- ensure that the person can breathe and place in recovery position
- **do not move the person** if they have fallen, as a fall may have led to spinal or other serious injury which may not be obvious
- **do not** give anything by mouth
- **do not** attempt to make the person sit or stand
- **do not** leave the person unattended or in the charge of another pupil.

WHEN MEDICAL HELP ARRIVES:

- pass on any available information and any vomit and drug samples.
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PLEASE COMPLETE AN EMERGENCY RECORD FORM AS SOON AS YOU HAVE DEALT WITH THE EMERGENCY

8C: COLLECTION OF HYPODERMIC NEEDLES

Schools should be vigilant in checking premises and grounds for health and safety hazards including signs of any discarded equipment, which may be drug-related. If needles are found they should be handled with 9½ inch sponge forceps in accordance with the guidelines below and put in a 'sharps' box. '

Needles should not be retained in the plastic tamper-proof bags.

Handling used hypodermic needles incorrectly can lead to needlestick injuries.

Blood-borne diseases can be contracted via injuries from inflected needles, e.g. Hepatitis B, C and HIV.

The risk of contracting these diseases however can be lowered to negligible levels if normal hygiene precautions and this Code of Practice are followed.

1. Only authorised persons are to collect needles.
2. Disposable gloves must be worn (the reason for this is to prevent material from contacting the skin). WARNING: gloves will not prevent needlestick injuries.
3. The tongs provided must be used to uplift needles (the unaided hands must not be used).
4. Needles must be placed in the sharps box provided.
5. Sharp boxes can be used until approximately half full when they must be disposed of.
6. Tongs that have been used for retrieving needles, must be sterilised by immersion in a 10% hypochlorite solution for a minimum of 30 minutes and then washed with clean water.

The grounds of the school should be checked regularly.

Ensure that the Site Manager is aware of the policy and the need to check the grounds regularly.

A record should be kept of any items found of this nature.

Any concerns that the premises or grounds are being used for activities, which would endanger young people, should be referred to your Police.

8D - Record of drug-related situation

<i>Emergency / intoxication</i>	<i>Suspicion, OFF premises</i>	<i>Suspicion, ON premises</i>	<i>Discovery, OFF premises</i>	<i>Discovery, ON premises</i>	<i>Pupil disclosure</i>	<i>Parental use</i>	<i>Parent/carer expresses concern</i>
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(Tick one of more of these boxes to indicate the category)

Name of Pupil:	Date of Incident:
Class:	Time of incident: <i>am/pm</i>

First aid given? YES / NO

If yes:

First aid given by:

Ambulance/Paramedic called? (*Delete as necessary*) YES / NO

If yes:

Called by:

at time: *am/pm*

Drug involved (if known): <i>(e.g. alcohol, paracetamol, ecstasy)</i>	Sample found? (yes/no)
Senior staff involved: <i>(Insert name)</i>	<i>Where retained</i>
	<i>(or) Destroyed at time:</i> <i>am/pm</i>
	Witness name:

<i>Parent/carer</i>
Informed by: <i>at time:</i> <i>am/pm</i>

Brief description of symptoms/situation:
<i>(continue on blank sheet if necessary)</i>

Other action taken: *(e.g. other agency involved; Ed. Psych. report requested; pupils/staff informed; sanction imposed; GP/Police consulted about drug)*

(Continue on blank sheet if necessary)

Report form completed by: