



# Bidbury Infant School

## DRUGS AND RELATED SUBSTANCES POLICY

### Rationale

At Bidbury Infant School we recognise that society in general, and children in particular, are subjected to the pressures applied to the misuse of legal and illegal substances. We are also aware of the damaging effects such misuse can have on the health and well-being of the individual and those around them. At Bidbury we are committed to ensuring each child's personal well-being, health and safety. We are further committed to providing each child with the life skills necessary to continue to combat these pressures themselves.

Drug Education is an essential means through which we can achieve this and, as well as being a fundamental part of the Healthy Schools program, is also one of the key areas through which the five outcomes of Every Child Matters can be achieved.

### Purpose of Policy

For the purposes of this policy the word 'drug' includes both legal and illegal substances, volatile substances (solvents), alcohol, tobacco and prescribed medicines (*Drugs: Guidance for Schools 2008*)

- To identify the need for and aims of drug education at Bidbury Infant School
- Outline curriculum provision and content
- To ensure common practice throughout the school

### Aims/Principles

This school aims to provide each child with the knowledge, skills, attitudes to appreciate the benefits of a healthy lifestyle and relate these to their actions, both now and in the future.

Through drug education we aim to:

- build the self-esteem of each child so they are confident to look after themselves and express their own views and opinions on difficult subjects and in challenging situations

- enable children to discuss moral questions related to drug taking, and so provide a safe environment for young people to share their thoughts and ideas.
- help children respect their own bodies and, in so doing, reduce the likelihood that they will be persuaded to become involved in drug abuse.
- enable children to make healthy and informed choices about the substances they put into their bodies.
- ensure that all children are taught about drugs in a consistent manner, following guidelines that have been agreed by parents, governors and staff.
- let children know what they should do if they come across drugs, or are aware of other people misusing drugs.
- show children that using drugs is a moral issue, and that choices about drugs are moral choices.

### **Planning and Provision**

Drug Education is taught in all year groups through a planned program within the PSHE curriculum which follows the advised Hampshire program. It is also supported through the Science curriculum, PATHS and Circle Time.

We discuss drug related issues in our PSHE scheme. Primarily foundations are laid through work on developing pupils' personal and social skills to make informed decisions, analyse risk in order to keep themselves safe and healthy. These skills include:

- assessing, avoiding and managing risk
- communicating effectively
- resisting pressures
- finding information, health and advice
- devising problem solving and coping strategies
- developing self awareness and self esteem

Within the Infant School Science curriculum (aged 5-7) the children are taught the drug education knowledge, skills and understanding through opportunities to:

- understand how to keep healthy and the role of drugs as medicines (Science)
- recognise what they like/dislike, what is fair/unfair
- recognise and deal with their feelings in a positive way
- take part in simple debates on topical issues
- recognise the choices they can make and the differences between right and wrong.
- agree and follow rules and understand how rules help them
- know how to make choices that improve their health and well-being
- know the names of the main parts of the body
- know the rules for and the ways of keeping safe
- feel positive about themselves and know how to ask for help.

These skills are taught via a range of learning approaches, including role play, class discussion, small groups and partner work.

At Bidbury Infant School we believe that by informing children with accurate knowledge, understanding and skill development they will be helped in making informed decisions in order for them to keep themselves safe and healthy so they are able to live a full and happy life.

We recognise that drug related issues may be raised during Circle Time and daily discussions and each class teacher answers these questions about drugs sensitively and appropriately as they occur.

### **Equal Opportunities**

We teach Drug Education to all children, regardless of their ability, race, culture and gender. Our teachers provide learning opportunities matched to the individual needs of all children by beginning all drug related units of work begin with a pre-assessment (mind maps; draw, write technique) in order to effectively tailor all future teaching. When teaching drug education to children with learning difficulties we take into account the targets set for them in their Individual Learning Plans (IEPs).

### **Assessment and Recording**

Teachers assess the children's work and understanding through making observations during lessons, and by looking at pieces of work to match against the agreed objectives. We do not set formal assessments for Drug Education but staff do keep records of each child's progress and these are reported to parents each year within the Science and PSHE subject reports.

### **Resources**

- resource packs and books are kept in the Science topic boxes (Music Rm) and the PSHE drawers.
- outside agencies and members of the community will be invited into school when appropriate, i.e. the local pharmacist, local Police Officer.

### **Staff Development**

All staff need to:

- understand and support the rationale and aims of the drug education.
- be made fully aware of the legal implications and their professional responsibilities.
- be kept up to date with any changes in legislation and procedure.
- have sufficient training so that they can teach effectively and handle any difficult issues with sensitivity ~ this is especially applicable in the induction of new staff.

### **Monitoring and Review**

The PSHE and Science Co-ordinator are responsible for monitoring the standards of children's work and the quality of children's understanding through pupil interviews and work sampling in year group portfolios. The headteacher and subject leaders support colleagues in the teaching of drug education by giving them current developments in the subject and by providing a strategic lead and direction within the school.

### **The National Healthy School Standard**

We now participate in the National Healthy School Standard scheme, which promotes personal, social, physical and emotional health education and further includes drug education within these areas. As participants in the scheme we:

- consult parents on matters of policy
- encourage greater support from parents and members of the wider community, for example, the local pharmacist, Police Officer.
- look positively on any local initiatives that support us in providing the best Drug Education teaching program that we can devise.

**Development and Dissemination**

Consultation included members from the teaching staff, governing body, pupils through School Council and parents through the Parent Policy Review Forum. Each of these groups were met with to discuss policy formation and to go through the draft policy before it was finalised and adopted by the Governing Body.

All staff must be given a copy of this policy. Parents are made aware of the policy in the School Prospectus and where the reference copy can be found (in the Policy Files in the School Office). Parts of the policy may also be replicated in other school publications.

**Note**

This Drug Education policy should be read in conjunction with the PSHE Policy, Health and Safety Policy, Child Protection Policy, Behaviour and Managing Drugs Related Incidents Policy. All staff and governors will be given a copy of this policy. Parents are made aware of the policy in the school prospectus and where the reference copy can be found (on the parents' noticeboard by the main office). Parts of the policy may also be replicated in other school publications.

**Date of Approval and Adoption** \_\_\_\_\_

Signed by \_\_\_\_\_ Headteacher

\_\_\_\_\_ Governor

\_\_\_\_\_ PSHE Manager

Written - November 2009  
Reviewed - July 2011, July 2012, 2014, 2017  
To be reviewed - July 2020

'In school' is taken to mean on school premises, including buildings and grounds. The school policy also applies to off-site activities, visits and school trips. The policy will also relate to pupil's use of the premises and grounds beyond the school day. This policy applies to any persons on school premises.

When mention is made of recording incidents of any nature, all will be recorded in the 'Drugs Incidents Record Log Book' which is located in the Headteacher's Office in the locked filing cabinet.

### **Hearsay**

Drug use is often discovered by hearsay. This should be passed on to the designated member of staff (a member of the Leadership Team) who should record the matter as hearsay evidence. This will enable a record to be compiled of teacher's concerns and where necessary help and support offered to the pupil. Where the hearsay evidence is not supported through further reports or incidents for one calendar year the evidence will be removed from the records.

### **Suspicious Behaviour**

Behaviour that could indicate an involvement with drugs should also be logged so that patterns of behaviour can be observed and concerns acted upon when necessary.

### **Finding Substances**

If a harmful, illegal substance is discovered it should be removed to a place of safe keeping (usually the School Safe located in the office or the School Safe located in the Stock Cupboard) in the presence of a witness from the teaching or admin staff. If the substance is known or suspected to be illegal the police must be informed and the following information recorded:

- the date and time of the find or retrieval
- the size and appearance of the substance
- the names of those concerned
- the action taken
- the entry should be signed and dated by both members of staff.

If a substance is found on a pupil the above procedure should be followed so that the incident is logged and recorded.

Additionally the substance and/or any equipment associated with drug misuse discovered should be handled with care and placed in a rigid container with a lid. A note should accompany the object outlining the following information:

- what it is
- where it was found
- the date and time it was found
- the name(s) of the person(s) who discovered it
- The note should be signed and dated by the person that wrote the record and the witness to the collection of the objects

The appropriate person should then be called for to collect the object. If these are found on a pupil, the pupil's parents should be informed.

### **Searching**

Storage areas within the school grounds are the property of the school and the Headteacher or his/her representative may authorise a search of these if there is reasonable suspicion. The search must be carried out in the presence of a witness.

If children are found in possession of tobacco, alcohol, glue, solvents or prescribed or over the counter medicines, parents will be informed and appropriate steps taken.

In an emergency arriving from an incident involving abuse, the well being of the pupil is paramount. In all instances:

- separate the child involved from the rest of the group.
- decide and implement the next best step in terms of the child's welfare.
- inform parents.

### **Supplying Illegal Substances**

It is an offence to produce or supply any controlled drug on school premises. The police must be involved in such circumstances.

### **Returning articles which have been confiscated**

Articles confiscated and not required by the police must be returned to parents. They will be informed in writing within 24 hours of the articles being confiscated and an explanation given as to why it is inappropriate to return the articles to the child. It will be made clear that there is a time limit of one week for the items to be recovered or they will be disposed of by the school.

### **Staff Development**

All staff need to:

- understand the policy and procedures as set out in this policy
- be aware of the legal implications and their professional responsibilities.

It is hoped that, by staff, governors, parents and children themselves working together, we can safeguard the well being, health and safety of all pupils in our care by educating them about the dangers of drugs and their misuse.

The policy will be reviewed alongside the Drug Education policy every two years or sooner in the event of any changes in legislation.

This policy is written in accordance with the guidance set out in 'Drugs: Guidance for Schools' Hampshire County Council 2008