



School Policy

VERULAM SCHOOL



Drugs Education Policy January 2018

Reviewed by Governors' Curriculum and Progress Committee	18.01.2018
Review Period	2 yearly
Date of Next Review	January 2020
 P A Ramsey Headmaster	 Mr R Kennedy Chair of Governors

Verulam School Drug Education Policy

Date reviewed by Governors' Curriculum & Progress Committee: 18th January 2018

Date of next Review: January 2020
(or at any time that new DCSF guidance on Drugs Education is introduced.)

Staff responsible: Headteacher and Safeguarding Governor

Staff, including the Drug Education Co-ordinator, and governors were consulted during the review of this policy. Comments previously were invited from parents via an advert in Verulam Voice and from pupils through the Student Council.

The school followed the Hertfordshire County Council Drug Education Guidance document and national guidance, *DfE and ACPO drug advice for schools* (September 2012) and worked in consultation with Richard Boxer, Hertfordshire's CSF Drug Education Consultant and Chair of Herts Drug Education Forum.

This school defines the term 'drug' as: "A substance people take to change the way they feel, think or behave" and therefore includes chemical substances, tobacco, alcohol, solvents, over-the-counter and prescribed medicines as well as illegal substances.

Values and aims

Set in the broader context of a programme for Personal, Social & Health Education, Citizenship and Science, our drug education reflects whole school aims to provide a caring community in which young people can learn to respect themselves and others and take responsibility for their own actions. We are committed to the health and safety of all members of the school community and will take action to safeguard their well being.

Fundamental to our school's values and practice is the principle of sharing the responsibility for the education with parents and carers. We strive for effective communication and co-operation.

All non-medical drugs on school premises are unacceptable. *(Except for alcohol at celebrations and events authorised by the Headteacher and events covered by the School's Premises Licence such as the Verulam PTA Ball)*

Whilst we acknowledge that a number of young people may choose to use or misuse substances, it is important to recognise that the majority of young people are choosing not to do so. We will support the differing needs of both groups.

Boundaries

This policy will apply on the school premises and beyond, wherever pupils are within the care of school staff , *where pupils are on their way to and from school and whenever pupils are in school uniform*. The policy also includes school trips and educational visits. *Organisers of trips and events off-site, or those in charge of students representing the school at sports matches, concerts etc. are responsible for providing a clear Code of Conduct for students and this should make specific reference to not smoking and drinking alcohol, and should make reference to drug misuse in school trip Codes of Conduct. (This is particularly important when travelling abroad and for students aged 16-18 when it may not be illegal for alcohol or tobacco to be purchased or consumed.) This policy applies to Sixth form students from the Consortium when they are on the Verulam School site or on trips organised by Verulam School.*

The school will also have an interest in the health and well being of the pupils beyond these school boundaries and we would encourage parents and others in the community to adopt the same principles.

Rationale:

We believe that the purpose of drug education should be to give pupils knowledge, skills and attitudes to appreciate the benefits of a healthy life-style and to relate these to their own actions, both now and in the future.

We aim to:

- Enable young people to make healthy, informed choices through helping them to increase their knowledge, challenging and exploring attitudes and developing and practising skills.
- To help young people to develop further a sense of self-worth and self esteem.
- To increase understanding about the implications and possible consequences of drug use and misuse.
- To help young people to distinguish between different substances, consider their use, misuse, benefit and harm.
- To listen to young people's thoughts, feelings and concerns and to ensure that drug education responds to their needs.
- To counter any inaccurate messages and myths which young people may receive about drugs with accurate information.
- To encourage an understanding for those experiencing or likely to experience drug use (including those dependent on medicinal drugs).
- To widen understanding about related health, social and legal issues.
- To enable pupils to identify where help and support can be found.
- To develop as a Health Promoting School.

We intend to achieve our aims through:

- A co-ordinated, integrated and consistent approach to the curriculum and to possible drug related incidents.
- An appropriate teaching programme which responds to pupils' needs.
- Clearly defined learning outcomes for lessons and other inputs.
- Reinforcement of key messages at different ages and stages and in different situations.
- Content and teaching approaches, which match the needs and maturities of all pupils, including those with special educational needs and English as an additional language.
- Involvement of the whole community, including staff, governors, parents/carers, pupils and visitors.
- Training and support for staff in the planning and implementation of drug education.
- Regular revision of policy and practice.
- Recognising that adults are role models for pupils and committing ourselves to a smoke-free environment; working in partnership with parents and carers and finding ways to avoid the need for over-the-counter drugs, such as finding a quiet room or corner for headache sufferers.

Planning

Opportunities for Drug education will be clearly identified in the school's PSHCE plan.

Special Educational Needs

In planning drug education for pupils with SEN, our teachers consider a range of responses. For example:

- Additional support given by staff;
- Activities may be differentiated or adapted;
- Programme aspects may need to be emphasised or expanded;
- Revisiting knowledge and skills in different contexts;
- Using strategies to increase access to drug education, such as theatre projects, ICT, school visits and specialist equipment.

Teaching – curriculum, materials and approaches

Drug Education opportunities include:

- Through planned elements of National Curriculum subjects, including Science and RE;
- PSHE and Citizenship lessons – Particularly in Personal Learning & Curriculum Enrichment Days
- Pastoral time;
- Assemblies;
- Through occasional planned visits from school nurse, police officer or other appropriate people;
- Through the use of literature and other learning opportunities;
- Through informal curricular / extra curricular activities
- Through Peer Education activities.

A wide range of teaching approaches is used and we particularly encourage active and accelerated learning methods, which involve children's full participation. Ground rules will be negotiated when appropriate and the sensitivity of the work will be recognised, safeguarding the interests of the pupil and everyone.

The work will be regularly monitored and evaluated by all staff and pupils. Further details are available from the school PSHCE Coordinator.

Confidentiality

Some pupils may choose to mention instances of drug use in class or to individual members of the school community. While staff will want to be supportive, they need to follow our Child Protection guidelines and clearly state that they may not be able to guarantee confidentiality.

Working with visitors

We subscribe to the code of practice recommended by the Department for Children, Schools and Families (DCSF) Education and Skills and by the Hertfordshire Drug Education Forum (DEF).

Visitors can make a valuable contribution to drug education provision but do not constitute a comprehensive programme. The rationale for bringing in a visitor must be clear. It must enhance the overall educational experience and must educate rather than sensationalise. It must fit with the stated aims and objectives of the curriculum. School staff must always be present and the educational outcomes evaluated. Outside visitors should automatically be offered a copy of the school's drug policy.

Further details of visitor involvement can be obtained from the DEF at www.hertsdef.org

Liaison between schools, with parents and the wider community

We will work with other schools in the area to develop consistent practices to support young people. This includes paying attention to the needs of young people as they transfer from primary to secondary school. We recognise that this and other aspects of community liaison is an important area to which we can contribute with the support of colleagues throughout CSF, the Police, the local authority and other agencies. Our work is developing.

Roles and responsibilities

This policy relates to all members of the school community. All staff have a responsibility for drug education and must be fully aware of this policy and its implications for themselves and for others in the community. Whenever adults interact with children, they recognise that they may be influencing attitudes and behaviour.

All staff should consider themselves as role models whose behaviour the children are likely to notice and often follow. Staff also have a responsibility to know how they should respond to any possible drug related incidents. They receive training and support in delivering their responsibilities.

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Teaching and support staff have a responsibility to contribute to the taught curriculum for drug education. They listen to the pupils and determine their specific needs. These needs are met in specific drug education inputs as well as through a wider programme of personal and social skills development.

The Headteacher and Senior Leadership Team (SLT) have the ultimate responsibility for ensuring that policy and practice in this area are fulfilled, including appropriate curriculum content and response to drug related incidents.

PSHE Co-ordinator is responsible for overseeing both curriculum implementation and other elements of school life contributing to drug education. This will include monitoring and evaluating drug education policy and practice throughout the school. The Drug Education Co-ordinator will work with other Co-ordinators to identify where other learning experiences contribute to drug education.

Response to possible drug related incidents

Our definition of a drug includes medicines (both prescription and OTC), alcohol, tobacco and electronic cigarettes / vaporisers, solvents and other legal drugs, so it is therefore important that all aspects of an incident are considered. The needs and circumstances of the pupil are paramount.

We will consider each situation individually and recognise that a variety of actions in response may be necessary to drug related incidents as recommended by CSF and DCSF guidance.

If the situation leads to a medical emergency the school emergency aid procedures will be followed immediately.

In the absence of a medical emergency, the Head teacher must be informed, the Drug Co-ordinator will be informed and an appropriate response considered. We will refer to the DCSF guidelines on responding to drug related incidents to determine the necessary response. The implications of any action we take will be carefully considered. **The focus of any response will be the pupil *not* the substance and we will seek to balance the interests of the individual, other members of the school community and the wider community.**

Searches of bags or pupil's clothing are only ever undertaken with two members of staff present and with the pupil's agreement. In the event of a pupil not agreeing, his parents will be contacted and asked to come into school; the Police may also be contacted. Any illegal substances found in a search will be placed in the school safe, the Head teacher informed, and the Police requested to remove it.

Responses will be cross-referenced with related school policies such as:

- Behaviour
- Health and Safety
- Child Protection
- School Visits

- Inclusion / Exclusion

Unless there are exceptional circumstances, we will inform parents/carers or guardians at the earliest opportunity so that we can work together to support the pupil and resolve any difficulties.

We have a range of professional colleagues who can give / obtain advice, support and information in drug or alcohol related situations. These include:

- The school's Attendance Improvement Officer
- The CSF Drug Education Consultant
- The CSF PSHE Adviser
- The Hertfordshire Healthy Schools Co-ordinator
- The school nurse;
- A Connexions Personal Adviser;
- The local police Youth Crime Reduction Officer / Police Community Support Officer;
- Representatives of the local Youth Offending Team (whose roles include supporting young people at risk of offending);
- Local Drug and Alcohol agencies and counselling services;
- The FRANK campaign (to register, go to: www.drugs.gov.uk/campaign);
- The Chairperson of the Drug Education Forum (DEF).

These colleagues can provide guidance and information, and may be able to help with a needs assessment to support us in developing an appropriate response. Contact details can be found on the DEF website www.hertsdef.org and in the Young People's Substance Misuse Services Directory.

The pupil/s will always be told when information is being passed on, in accordance with the school's policy on confidentiality.

Our aim is to enable all pupils to fulfil their potential. We will work with the pupil, their parents / carers and colleagues from other agencies to remove barriers to achievement and resolve any difficulties that exist. Drug related situations will be considered alongside other circumstances in the young person's life and not in isolation. Where drugs are found to be for personal use only, boys are likely to be given a fixed period exclusion with an extensive readmission contract including participation in drug and alcohol misuse guidance from an outside agency. If a second offence for personal use of drugs is committed, then permanent exclusion is likely. Where pupils are found to be selling or supplying drugs on the school premises, permanent exclusion is most likely. Permanent exclusion, whilst it remains an option, will be used as the last resort.

The school considers any pupil either on the school premises or travelling to and from school to be representing the school, any misuse of drugs in this scenario will fall under our Behaviour Policy. This means regardless of whether the pupil is on the school property, if they use or possess any type of drug whilst representing the school they will be subject to our Behaviour Policy.

The school will follow current guidance on. “Exclusion from maintained schools, academies and pupil referral units in England” (September 2017).

Should a substance suspected of being illicit be found on the school premises it will be handed to the Headteacher and, in the presence of another member of staff, placed in a sealed container and both signed and dated. It should then be safely stored until it can be collected by a police officer. S/he will also be involved in advising the school on the most appropriate response to the situation. All such incidents will be recorded.

Staff are also aware of the protocols surrounding the safe disposal of drug paraphernalia which may be found on the premises.

All staff will be made aware of the legal constraints on gathering evidence and questioning those involved. They will not take action without involving the Headteacher and/or Drug Co-ordinator.

This policy will apply to parents/carers and other visitors to the school.

Usual Sanctions related to smoking (tobacco or E-cigarettes):

Students found to have been smoking or consorting with smokers will normally serve a fixed term exclusion for one day and will then serve a Saturday detention. Any cigarettes found belonging to students will be confiscated and parents informed. Further punishment in the form of a detention will usually follow.

The School’s usual response to the use / possession of drugs:

Students found in possession of drugs or to be under the influence of illegal drugs, solvents or alcohol, within the boundaries of this policy, will also be excluded for a fixed-term and the terms and conditions of their return to school will be discussed at a meeting with their parents. There may be a requirement to attend for counselling or to agree a contract of behaviour, depending on the individual circumstances. In some cases the school will prepare an individual Pastoral Support Programme (PSP) and involve outside agencies if it is considered appropriate.

Students found to have supplied illegal drugs or to have repeatedly taken drugs within the boundaries of this policy will be permanently excluded from school except when there are exceptional extenuating circumstances.

Approved by Governors’ Curriculum & Progress Committee January 2018

**Date of Next Review: January 2020.
However, the school will review the policy at any time that new DCSF guidance is issued.**