

Repton Primary School

Drug Incident Management Policy

Why do we need a drug incident management policy?

At this school we are committed to providing an environment in which all who form our school can live, learn, work and grow in safety and security. As a school we recognise that in our modern society, there is now always the possibility that the misuse of drugs by people connected either directly or indirectly with the school and its members, or by people who have no links with us, has the potential to adversely affect that safety and security for individuals and the school community as a whole.

Some in our care may be affected by drug use or misuse eg: drug taking of those they know. Others it will be affected by the potential of such connections or by the fact that their environment is being used by others for drug-taking activities.

The purpose of this policy is to recognise that we all have a responsibility to acknowledge these facts and to provide a framework by which we can respond to any drug-related incidents affecting the school as a community and its individual members.

How is Drug Incident Management communicated in practice?

Drugs Education

For us a key part of any response to drug related incidents has to lie in our approach to drugs education. It is our policy that all children in the school will receive structured drugs teaching and learning as part of their Personal, Social, Health and Citizenship Education. We believe this is very important because it is only by providing them with the necessary knowledge and skills, and through the nurturing of attitudes, that our children will be effectively equipped to meet the challenges posed by drug use and misuse in their world. By linking the way in which we respond to drugs related incidents to what we teach and how we teach it, we are seeking to provide a visible link between 'theory' and the realities of life.

Partnerships

A key factor in our response framework is working in partnership with others. Important groups in this include:

- all staff and governors
- pupils
- parents
- the local community
- outside agencies

It is only by working together that we will be able to respond effectively to drug related incidents and so it is our school policy that we will involve each of them as fully as possible as necessary and appropriate.

Pupils

The welfare of the pupils in our care is the primary focus of the way in which we respond to all drug related incidents in school. It is therefore only appropriate that we should seek to involve pupils as fully as possible and appropriately in our response process and development. This takes place for all children through our drugs education policy and programme of study, but can also have a more direct approach through formats such as:

- individual direct involvement as part of a specific incident
- sharing ideas through the school council
- specific educational projects and visits
- target initiatives for vulnerable pupils or groups within the school
- making it clear what support will be offered around drug incidents

Parents / Carers

Parents / Carers are a vital part of our response network to drug related incidents. We believe it is important that we seek to work together to:

- provide consistent messages
- offer support
- develop mutual understanding

The school will endeavour to include parents / carers in our response to all drug related incidents through:

- direct contact
- contact through support agencies
- information sharing
- awareness raising

The only circumstances where we would not seek to involve parents /carers is when doing so would place a child at risk. In such circumstances advice would be sought from the relevant agencies under the Safe-Guarding children/Child Protection procedures.

The Local Community

As a school we want to be an integral part of the community we serve. We recognise that there may be times when it is appropriate for us to respond to drug related situations that are not directly connected to the school but which could impact on us as a community and our relationship with others. In order to facilitate this we will:

- undertake awareness raising activities
- work with outside agencies
- share information

Outside agencies

An effective response to drug-related incidents has to include working in partnership with other relevant outside agencies. They can provide an expertise and contact network that will strengthen what we are able to achieve, provide the essential support children need in such circumstances and ensure overall effectiveness.

Training & Consultation

Drugs management is the shared responsibility of all connected with the life of the school. We believe that to be successful, our approach has to:

- be owned and understood by all concerned
- have recognised roles and responsibilities
- provide all concerned with the knowledge and skills they need

The school will therefore seek to ensure that the Headteacher/ Safe-Guarding Lead/ Deputy S-G Lead:

- is given regular and appropriate levels of training
- has clearly understood roles and responsibilities
- has access to up-to-date information
- appreciates the place of confidentiality in the process
- knows how drugs related incident management links to other areas of school life

Incident Management

The Law

The school will ensure that all responses to any drug related incidents are in compliance with the law. Where this is unclear we will seek advice from appropriate sources before taking any action.

If an incident occurred involving evidence of drug use or supply on site, or finding drugs or drugs paraphernalia, without knowing who is involved.

The headteacher will ensure that:

- the school premises are checked regularly
- training is given in the handling and disposal of any items found (Caretaker)
- all necessary protective clothing and storage equipment is provided and readily available to staff
- pupils and parents are made fully aware of what to do if they find any such items
- there is liaison with outside agencies on the safe and legal disposal of anything found
- appropriate records are maintained

For incidents where staff are made aware of pupil involvement with drugs.

The school will respond to all such incidents in a way that meets the full requirements of the law, and which puts the safety of the pupils as the key priority at all times. In developing our response to this type of drug related incident, the school will seek to balance the need for open consistency with a recognition that each situation will be unique as a number of factors will be operating in each case. In responding to any incident, the following points will always be taken into account:

- the nature of the incident
- basing our response on facts
- the history and circumstances of the pupil concerned
- confidentiality
- a partnership approach
- long term pastoral support
- the safety of the individual
- confiscation and disposal of any drugs
- the school's behaviour policy & other related policies
- the use of sanctions against or support for the pupil concerned

For incidents involving parents / carers or other family members.

Responding to incidents such as this requires, we believe, a lot of sensitivity and the involvement of others. As in all drug related incidents the safety and welfare of the pupil has to be our paramount concern. That parents / carers or other family members are using drugs, does not necessarily mean that a child is going to be at risk. In all such cases it is the school policy that concerns and incidents will be responded to using the agreed Safeguarding Children/ child Protection procedures.

People on the premises whose behaviour is being affected by drugs.

In these circumstances, the priority will be to put the safety and welfare of staff and children first at all times. Our policy is that our immediate response should always be followed by consideration of a longer-term approach to the people concerned. If we believe there is a risk to a child and / or members of staff or anyone else present, the school will call the police as a matter of urgency, and if necessary, adopt the safeguarding/child protection procedures.

Personnel

The School Health and Safety Officer is: Mrs Hayley Walters

The Safeguarding Co-ordinator is: Mrs Helen Wallis

The Safeguarding Governor is: Mrs Claire Gee

The PSHCE / Drugs Education Co-ordinator is: Mrs Katie Clavin

Monitoring and Evaluation

In order to maintain effectiveness, this policy will be monitored regularly by the headteacher and governors as part of the planned school development / improvement process.

The views of pupils and teachers are used to make changes and improvements to the policy on an ongoing basis.

This document is available to the entire school community via the school website.

This policy will be reviewed every 3 years.

Signed: (Chair of Gov)

To be adopted: 16th November 2016 at Governors' meeting.

Next Review date: November 2019