



## Coleridge Primary School

# Drug and Alcohol Education Policy

**February 2023**

Review date: **February 2025**

At Coleridge Primary School, our aim is to create a happy, friendly and inclusive school, where children and adults respect each other. We want children to grow up enjoying learning.

### **Context of the policy and its relationship to other policies**

The Education Reform Act, 1988, entitles every pupil to a broad and balanced curriculum which:

- Promotes the spiritual, moral, cultural, mental and physical development of all our pupils;
- Prepares our pupils for the opportunities, responsibilities and experiences of adult life.

Drugs Education forms a part of our broad and balanced curriculum. We believe that the purpose of drugs education should be to give pupils the knowledge, skills and attitudes to appreciate the benefits of a healthy lifestyle and to relate these to their own actions, both now and in the future. We are aware that:

- All primary school aged children have some drugs education needs;
- Their needs vary according to where they live, how old they are and their experience of drug misuse;
- Teachers need support and resources to be able to meet these needs.

The policy links with the school's Health and Safety Policy (see the administration of medicines) and the Behaviour Policy.

### **The purpose of the policy**

- Clarify the legal requirements and responsibilities of the school.
- Safeguard the health and safety of the pupils, and others who use the school.
- Clarify the school's approach to drugs for all staff, pupils, governors, parent/carers, outside agencies, and the wider community.
- Give guidance to developing, implementing and monitoring the drug education programme.
- Enable staff to manage drugs on school premises and any incidents that occur with confidence and consistency and in the best interests of those involved.

- Ensure that the response to incidents involving drugs complements the overall approach to drug education and the values and ethos of the school.
- Provide a basis for evaluating the effectiveness of the school drug education programme and the management of incidents involving illegal and other unauthorised drugs.
- Reinforce the role of the school in contributing to local and national strategies.

The policy applies to all staff, pupils, parents/carers, governors and outside agencies working with the school. It also applies to groups that run activities on the school site.

## **Definitions**

We define the term “drug” as any substance that affects the way in which the body functions physically, emotionally or mentally. This includes tobacco, alcohol, solvents, over-the-counter and prescribed medicines, as well as illicit substances.

Drugs education is about all of the above drugs and the skills of growing up safely within a society that uses drugs for many different purposes; it does not focus solely on illegal or illegally used substances.

## **Drugs, health and the needs of pupils**

The possession, use or supply of illegal and unauthorised drugs within school boundaries is unacceptable. School boundaries include the school premises and grounds, journeys or visits in school time and residential trips. It also includes extended school activities on the school site and activities run by other groups on the school site.

The school has procedures in place for the administration of prescription and non-prescription medicines. (See Health and Safety policy and procedures). Arrangements for the use and storage of volatile substances are set out in the Health and Safety policy.

Alcohol may be available at some events organised by Coleridge Families, such as the Summer Fair. A minimal quantity of alcohol is stored on the school site in the Coleridge Families secure container (the keys are held by three CF committee members and office staff) and in the strong room on the West site of the school (keys held by the office).

The school is smoke free.

The priority in managing drugs is the health and safety of the school community and meeting the pastoral needs of pupils.

## **Roles and responsibilities**

This policy relates to all members of the school community. All adults employed at Coleridge Primary School 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. They have a responsibility to know how they should respond to any possible drug-related incidents and receive training and support in delivering their responsibilities.

Teaching will be informed by our existing policies on behaviour, anti-bullying, health and safety, equal opportunities, educational visits, confidentiality and safeguarding and child protection.

The headteacher is responsible for ensuring that policy and practice are followed, including appropriate curriculum content and responses to drug-related incidents.

The leader for PSHE is responsible for overseeing both curriculum delivery and other elements of school life contributing to drug education. This will include monitoring and evaluating policy and practice throughout the school. Teachers and support staff have a responsibility for the taught curriculum for drug and alcohol education. They listen to pupils and determine their specific needs. These needs are met in specific drug education lessons, as well as through a wider programme of personal and social skills development.

**Aims - by providing drugs education, we aim to:**

- Enable our pupils to make healthy, informed choices through increasing their knowledge, challenging and exploring attitudes, and developing and practising skills;
- Help children to value themselves and others, and to help and support each other;
- Listen to our pupils' thoughts, feelings and concerns so that our teaching responds to their needs;
- Encourage an understanding of children and adults dependent on medicinal drugs;
- Develop personal and social skills, such as refusal skills and decision-making skills;
- Empower children to take increasing responsibility for themselves and their actions;
- Increase understanding about the implications and possible consequences of drug use and misuse;
- Help our pupils distinguish between different substances, considering their use, misuse, benefit and harm;
- Give unbiased and correct information;
- Widen understanding about related health, social and legal issues;
- Enable our 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 and consistent approach to the curriculum, and possible drug-related incidents;
- A broad, progressively constructed programme in which the subject is revisited each year;
- A child-centred approach that responds to the needs of individual children;

- Content and teaching approaches that match the needs and maturities of all pupils, including those with special educational needs and English as an additional language;
- Clearly defined outcomes for lessons and other inputs;
- The use of active learning and group work, focusing on role play and discussion;
- The involvement of the whole community, including all staff, parents and carers, governors, pupils and local health organisations;
- Training and support for staff in the planning and delivery of drugs education;
- The use of cross-curricular links;
- Regular revision of policy and practice.

### **Teaching Programme**

In years 1-6, the school uses the Kapow scheme of work in conjunction with some teaching resources from the Christopher Winter Project.

This includes:

- A whole school 'Healthy Living' themed week which will enable staff to support each other, create a sense of purpose for the pupils, and stimulate interest and enjoyment, provide a focus for whole school displays, assemblies and outside visitors, ensure essential curriculum coverage and progression, enable parents and governors to be informed and involved, and give value to a curriculum area;
- Discrete PSHE lessons to focus solely on drugs education;
- Assemblies on Mondays & Wednesdays, in separate Key Stages, linked to the values;
- Use of stories and Circle Time.
- Planned elements of National Curriculum subjects, such as persuasive writing or media studies in English, and science topics relating to healthy living;
- Occasional planned and negotiated visits from drama groups or other appropriate people.

Teachers need to create a climate of trust, support and honesty that enhances self-esteem and provides a safe environment in which to discuss and share their feelings, explore their values and attitudes, express their opinions and consider those of others. Ground rules will be negotiated, recognising the sensitivity of the work, and safeguarding the interests of both the individual and the whole class.

### **Monitoring**

The leader will organise the annual Healthy Living Week, which will incorporate Drug & Alcohol education, and monitor its delivery closely. They will discuss its impact with teaching staff as part of the overview of the PSHE and Citizenship & Values curriculum.

The Governing Body will review this policy every two years.

### **Involvement of parents/carers**

Parents are informed about the teaching of drug and alcohol education, the school's approach and rationale in year group newsletters and on the school website. The school will help parents/carers access information about drugs and about local and national sources of help where applicable.

### **Management of drugs at school**

We will refer to the Haringey guidelines and 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.

### **Drugs in school**

All prescription and non-prescription drugs are kept in a safe place; unauthorised drugs found in school will be confiscated. In taking temporary possession of suspected illegal drugs, staff will follow the following procedure:

- A second adult witness will be present throughout;
- The sample will be sealed in a plastic bag and details of the time, date and witnesses present will be recorded;
- The sample will be stored in a secure location, such as the school safe, with access limited to 2 members of staff;
- The police will be notified immediately. They will collect the sample and store or dispose of it according to locally agreed protocols;
- Staff do not have to disclose the name of the pupil from whom the drugs were taken;
- Full details of the incident, including the police reference number, will be recorded;
- Parents/carers will be informed, unless this would put the pupil at risk of harm.

### **Disposal of drug paraphernalia**

If needles or syringes are found on school premises, they will be placed in a sturdy, secure container. They will be disposed of according to advice from Environmental Health department.

### **Response to a drug-related incident**

We will consider each situation individually and recognise that a variety of responses may be necessary. It is important that all aspects of an incident are considered. The needs and circumstances of the pupil are paramount.

If a child or adult needs medical support, staff will seek assistance immediately, contacting an ambulance if necessary. Except in exceptional circumstances, we will inform parents/carers at the

earliest opportunity so that we can work together to support the pupil and resolve difficulties. If this would put the child's safety at risk, the concerns will be discussed with the Designated Safeguarding Lead.

All incidents are recorded, and records are stored securely in accordance with the requirements of GDPR. All notes about an incident should include the time, date, place and people present.

### **Working in partnership with social care and the police**

The school will work closely with social care and police if there is a drug-related incident. The school will consult the police about any concerns about illegal drug use within the local community.