



Lawdale Drug Policy

Updated March 2023

We are a Right Respecting School and this policy supports the following articles from the *UN Convention on the Rights of a Child*

Article 3: (best interests of the child)

Article 12: (respect for the views of the child)

Article 28: (right to education)

Article 29: (goals of education)

Article 33: (drug abuse) Governments must protect children from the use of illegal drugs.

Aim

The objectives of our drugs education programme are:

- to provide children with knowledge and information about drugs and the harmful effects misuse of drugs can have on people's lives
- to 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
- to help children become more self-confident so that they are able to make sensible and informed decisions about their lives
- to let children, know what they should do if they come across drugs, or are aware of other people misusing drugs
- to help children respect their own bodies and, in so doing, reduce the likelihood that they will be persuaded to become involved in drug abuse
- to ensure that all children are taught about drugs in a consistent manner, following guidelines that have been agreed by parents, governors and staff
- outline the roles and responsibilities of staff within the school;

Core Team

The following people are known as the core team as they are responsible for ensuring that core principles are implemented in the development of the policy and provision.

Head teacher: It is the role of the Head teacher to ensure that this policy is implemented

School Drug Co-ordinator (SDC):

The school has appointed the Deputy Head: Nicola Bishop as the School Drug Co-ordinator (SDC) to deal with drug- related incidents. The PSHE lead will ensure that there is a comprehensive drug education programme for pupils in place, using the Healthy Me within the Jigsaw scheme of works. This scheme will be supported by workshops provided by Tower Hamlets, The Healthy Lives Team.

Role

It is the role of the S.D.C to advise on and oversee the management of drug-related incidents. She will ensure that correct procedures are followed and that all pupils, parents or professionals involved have fully understood the school's role and what strategies will be implemented. These strategies will take account of age, culture, home or community circumstances and previous history of the pupil. The Drug Co-ordinator will pay particular

attention to working in partnership with the LBTH Health Lives Team to access appropriate support and interventions for pupils identified as vulnerable. These include: pupils excluded or self-excluded from school, those at risk of exclusion, pupils in touch with mental health services or the Criminal Justice System, those with drug misusing, or alcoholic parents.

Governor with responsibility for drugs: TBC

Role

He/she is responsible for familiarising the schools governing body with the drug policy and procedures also ensuring that school staff have followed correct procedures for managing and responding to drug related incidents. He/she would also be expected to work with the PSHE lead to allocate enough time and resources to implement the schools drug education programme and so that staff are released to access necessary training. He/she will also participate/liase closely with disciplinary committee hearings (as long as He/she has not prejudiced himself/herself through earlier involvement) to oversee the schools decisions regarding drug-related incidents.

Safe Guarding Lead:

The school has appointed the Head teacher as the Safeguarding Lead.

Role

She is responsible for ensuring that pupils' rights to confidentiality are observed and overseeing any case that may have social services involvement. She should be consulted to explore situations that may indicate that the child is at risk of harm, significant or otherwise. If there is evidence that a child may be in need, or at risk of harm, she will lead on referrals case-conferencing and guide staff as to the correct procedures if they are unsure.

Consultation

The Senior Management Team have developed this policy in consultation with pupils, teaching staff, support staff, governors, parents/carers and external support agencies particularly the Healthy Schools Drug Prevention Team. This was carried out through a series of workshops, meetings and information sharing opportunities.

Context

Research clearly demonstrates that all young people are close to a source of drugs; using drugs is one of the choices on a menu of activities available to young people today. Research shows that the majority of young people will have been offered an illegal drug before they are 16 and up to 50% have tried illegal drugs at least once. It is against this background that the school has developed this policy. One of the purposes of this policy is to provide a safe framework for people to work or learn in ensuring that the school uses its resources to reduce the likelihood of staff, pupils or visitors suffering avoidable drug-related harm. The policy itself demonstrates how the management of drug-related incidents and the implementation of drug education will be carried out.

Although aspects covered in this drug policy may duplicate, elaborate or reflect areas within other documents e.g. Child Protection, Confidentiality, PSHE, School Journeys/Residential Visits and School Discipline policies, they are included here to provide easy access when they may be needed. Staff will need to familiarise themselves with other policies as this drug policy will synergise other policies and not supersede them. **Whilst every effort is made to avoid conflict it is expected that any person who identifies any conflict for whatever reason, bring it to the attention of the school drug co-ordinator identified below.**

School Policy Statement

This school recognises that there will always be young people who choose to take risks. However, at no time will the school knowingly permit or tolerate possession, consumption, supply or offers to supply any unauthorised drugs on the school premises. If any breaches of this policy are committed they will be fully investigated and

dealt with ensuring that drugs use or misuse is challenged using a range of sanctions that are explained elsewhere.

Policy Implementation

It is the responsibility of all teaching and support staff to implement this policy. In order to achieve this, all teaching and support staff will be given training through INSET days and or inputs at staff meetings. This training will cover drug identification and problems associated with their use, managing and responding to drug-related incidents and drug education.

Drug Definition

A drug is a substance that alters the way the mind or body works; this may be physically, mentally or emotionally. For example, those found in food and drink, (caffeine), over-the-counter and prescription medicines, alcohol, tobacco, Khat, Betel pepper leaf, Areca palm nut, solvents, steroids, magic mushrooms and controlled drugs which are often referred to as illegal drugs.

Unauthorised Drugs

The legal classification of drugs and the law relating to their use is contained in the Misuse of Drugs Act 1971.

Related reading

<https://www.towerhamlets.gov.uk/Documents/Adult-care-services/Social-issues/Substance-misuse/THDATStrategy.pdf>

Unless the head teacher has approved a written request or given permission, the school has classed the following substances as unauthorised drugs as they have the potential to change people's behaviour and/or harm human health. This includes over-the-counter and prescription medicines, khat, paan, betle nut, tobacco, alcohol, alkyl nitrites (poppers), solvents, steroids, gammahydroxybutyrate (GHB), cannabis, skunk, amphetamines, ecstasy, LSD, magic mushrooms, cocaine/crack and heroin

Safety of Staff and Pupils

To protect the health and safety of staff and pupils all staff will receive training on how to identify drug use and follow procedures to deal with drug-related incidents. This will ensure the welfare of young people is maintained. Staff should not administer medicines without appropriate training.

Responsible Behaviour

School staff should always act as responsible role models and set a good example of drug-related behaviour. Therefore, this policy with reference to unauthorised drugs will apply to any person on the school premises.

Boundaries and School Responsibility

Pupils are expected to adhere to this policy once they have entered the physical boundaries of the school, until they leave the same boundaries at the end of the normal school day. On occasions, where pupils leave the school premises during these times such as break periods they shall not commit any of the breaches of this policy that are outlined. Pupils will also be expected to adhere to this policy whilst they are attending an event, on work experience placements or on a residential or school trip whether supervised or not. Any pupil involved in a drug-related incident on such an occasion will be dealt with according to this policy. People concerned in the management of any venue hosting an event etc may impose additional procedures/sanctions.

Training for all Teaching and Support Staff.

General drug training on how to manage drug-related incidents and on identifying young people's drug use will be given to all staff as well as training on how, when and why drug education should take place. Members of the core team and interested parents will be released or given access to more specialised training in order to carry out their respective roles confidently and competently. The school drug co-ordinator will be released for training provided by the Healthy Schools Scheme and to maintain an-up-to date drug knowledge through refresher courses. She will share information on relevant changes in legislation from the training to the senior

management team. Appropriate training is organised at regular intervals.

Needle Disposal.

The school premises manager, two members of the senior management team and the Drug Co-ordinator will be trained to deal with discarded injecting equipment appropriately. The equipment for disposal will be kept in the cleaning cupboard where it may only be used by the trained First aid staff. Whenever the sharps bin has been used for an incident it will be disposed of appropriately and steps to replace it will be taken immediately.

Records

Records will be kept using a drug-related incident record form for all drug-related incidents. These will be kept securely by the head teacher and only shared with key people with the consent of the head teacher and school drug co-ordinator. See Appendix A.

Confidentiality

Young people wishing to disclose drug use by themselves or their peers to teaching staff will be informed that staff cannot guarantee secrecy and may have to take the issue further for the pupil's safety. Any information will be recorded and treated sensitively in line with the school's confidentiality policy. If it becomes necessary to forward information on to others to benefit the pupil every effort must be made to secure the pupil's involvement in decisions that affect them. Procedures for dealing with disclosure are included in the document "Managing Drug-Related Incidents in Tower Hamlets Schools: A Guide to Best Practice". If a pupil wishes to discuss their own drug use or that of their friends or family confidentially, they will be directed to an appropriate young people's drugs or advice services. If there is any evidence that the pupil's safety is at risk the person providing support will work in partnership with the pupil to ensure that they are given appropriate support or intervention. This will be carried out in consultation with the Designated Safeguarding lead or the Education Social Work Service. Child Protection procedures supersede any confidentiality agreement.

No Disclosure

The main purpose of drug education is to explore young people's attitudes and values and not their personal drug use. For this reason, this point must be addressed within the first lesson so that neither staff nor pupils will discuss their own drug use. Everybody should have the opportunity to share their opinions and understand that their contributions are valued. Disclosure from staff or pupils during school drug education sessions should be avoided at all times. At the start of any drug education, pupils and staff will draw up a contract that will include this as one of the ground rules. If any staff member is asked about their own drug use they will draw pupils' attention back to the contract.

Drugs Policy Statement to be read out before the start of drug education classes with pupils

"If you know someone who misuses drugs don't tell someone in this session. If you're worried tell an adult in private"

Drug-Related Incidents

There are six situations that would constitute a drug-related incident as they are outlined below. Procedures to deal with these are given in the accompanying document "Tackling Drug Related Incidents: A Guide to Best Practice".

- Emergencies – where a pupil has lost consciousness or gone into a coma;
- Intoxication – being intoxicated/'high', when it is difficult to communicate with the person (under no circumstances should an interview take place at this stage to inform sanctions);
- Primary Discovery/observation – where a young person is discovered using, holding, supplying or offering to supply a substance not permitted on the school premises;
- Disclosure – where a pupil discloses to a member of staff that s/he has been using drugs, or that he/she is concerned about someone else's drug use (friend, parent or sibling);
- Suspicion or rumour – staff should be wary about acting on the basis of rumour or suspicion; and

- Secondary Discovery – this may be discovery of an unauthorised drug or associated paraphernalia.

Sanctions and Supportive Responses

There will not be an automatic sanction applied to any drug-related incident in school. Any response will be taken after considering all the facts about a young person and their emotions and circumstances in which any drug-related incidents have come about. Training on procedures, assessments and sanctions will be given to all staff who will be charged with implementing procedures or deciding sanctions.

The School Drug Co-ordinator, at least one member of the SMT and any other agency that can extend support to the school or young person will be involved in implementing the action decided upon. Exclusions cannot be considered without head teacher involvement.

Any school response will be taken from the range available,

These are:

- ◆ Put together an individual teaching plan, personal support programme or other support plan;
- ◆ Change things at school, i.e. Teaching set, tutor group, subject options;
- ◆ Make sure the young person is not a victim of bullying or similar treatment;
- ◆ Rewards system for appropriate behaviour changes;
- ◆ Positive input to school, i.e. Participation in peer education programme, monitor duty/playground duty;
- ◆ Assessment by the educational psychology department;
- ◆ Consultation with support services;
- ◆ Referral to Lifeline London. (Young People's Specialist Drug Service);
- ◆ Sanction system for inappropriate behaviour;
- ◆ Supervision of break/lunch times;
- ◆ The parents/guardians being asked to attend the school;
- ◆ A letter home to the parents/guardian; and
- ◆ The school will also consider involving the police for more serious offences or where there is a lack of co-operation from the pupil or parents and may still impose additional sanctions to help the pupil derive understanding from the experience and use this as a deterrent within the school.

This will be part of a supportive network developed to ensure that the school uses its powers to protect the long-term welfare of the pupils in the school. Fixed term or permanent exclusion may be used when other options have been explored or where it is demonstrated that there is a significant risk to the safety or welfare of staff or pupils.

Drug Education

The statutory provision of drug education will be taught in response to the National Curriculum for Science.

Key Stage 2; 7-11 year olds.

- recognise the impact of diet, exercise, drugs and lifestyle on the way their bodies function

To be effective, drug education will be taught throughout the curriculum, although the main vehicle will be the Personal Social Health and Citizenship Education curriculum (PSHE). Using the Healthy Me within the Jigsaw scheme of works and workshops provided by the Tower Hamlets Healthy Schools Advisory Team, the school seeks to assist young people in their personal and emotional development and to allow time for reflection with opportunities for exploration of attitudes and values.

The content of what will be taught is outlined in "Drugs: Guidance for schools

DfE and ACPO drug advice for schools September 2012

Drug education will use a number of strategies such as:

- Role-play – discussion and feedback
- Group work
- Structured games
- Visual aids
- Active learning techniques
- Appropriate use of outside speakers

Outside Speakers

If outside speakers are used to complement the drug education work in school they will be properly briefed beforehand and the content of their sessions will be agreed with the teacher co-facilitating the lesson. The speaker will be incorporated into the programme of drug education and not used in isolation from the programme. A member of staff will participate in any deliveries from outside agencies and careful attention will be paid to follow up work. To ensure that outside speakers are aware of the ethos of the school and how to deal with an incident if it occurs, the co-ordinator will use the Quality Standards Contracts provided by Healthy Schools.

Parental Involvement

The school values and welcomes the contribution of parents to its drug education policy and programme. They will invite parent volunteers to be in class on the annual drugs education day. In addition, any volunteers will be invited to training prior to involvement in these lessons. The role of the parent will be decided by the class teacher, e.g., working with small groups on deciding whether a drug is legal or illegal.

The school would seek to make online drugs education resources available, such as links to relevant websites and local authority support services.

The drugs education week may involve may involve a visit from an outside speaker or a theatre workshop/performance and parents will be informed.

Parents will be invited to comment on the teaching programme and school policy. This will be completed annually through a Friday forum consultation meeting, prior to the teaching of the programme. Governors will be invited to attend this meeting.

Lessons take place throughout the year as part of the PSHE Jigsaw scheme of work.

The PSHE scheme of work is accessible through the school website.

Parents are legally entitled to a copy of the school's Drugs education policy, on request at no charge.

Monitoring and reviewing

Whatever strategies are used, the lessons will be properly planned and evaluated using formative and summative evaluation ensuring that young people reflect with the teacher what they have learned in terms of knowledge, skills and understanding. This can be carried out in a variety of formal and informal ways. Teachers will record their observations relating to any development in pupils group work skills and changes in attitude. Time will also be allotted to ensure that teachers can reflect what they have learned from the education programme, which will inform future drug education.

The Drugs Education policy will be reviewed every two years by the PSHE Lead, including a governor, taking into account the views of parents, children and staff. Adjustments and recommendations will be forwarded to the head teacher, prior to review and ratification by the full governing body meeting in the autumn term.

Tick one or more of these tabs to indicate the

Appendix A

Drug Related Incident Record Form

Emergency / Intoxication	Suspicion, off premises	Suspicion, on premises	Discovery, off premises	Discovery, on premises	Pupil disclosure	Parental Disclosure	Parent/Carer Expresses
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Name:	Record form completed by:
Form/class:	
Date of incident:	Time of incident: am /pm
First aid given ? Yes ☐ → First aid given by: No ☐	Ambulance/Doctor called? (Delete as necessary) Called by: At time: AM /PM ☐ No ☐ Yes

Drug involved (if known):
(E.g. alcohol, prescription drug, ecstasy, cannabis etc)

Senior staff involved:
(insert name)

Parent/carers informed by:

at time: **am /pm**

Sample found? (yes / no)
Informed police / Destroyed
at time:

am / pm

Witness name:

Where retained

Brief description of symptoms/situation:

Action taken: (e.g. other agency involved; Drug Education Advisor/ Police/ drug agency consulted about the drug; referral to Healthy Schools Drug Prevention Team for assessment and or intervention or alternative to exclusion programme).

(Continue on back if necessary)