

“Each one of you is a child of God” Pope Francis



**All Saints is educating for Unity, Responsibility,
Courage, Wisdom and Generosity**

Drugs & Alcohol Policy

1. Contents
2. Key roles and responsibilities
3. Definitions
4. Training staff
5. Drug education
6. Smoking
7. Legal Drugs and Prescribed Medicines
8. Solvents
9. Pupils, staff and visitors found to be under the influence of drugs or alcohol
10. Medical emergencies
11. Threatening Behaviour
12. Searching
13. Confiscation
14. Controlled Substances

1. Statement of intent

All Saints Catholic Primary School takes a zero tolerance approach to the misuse of drugs and alcohol on school premises. This policy has been developed in conjunction with DfES guidance to ensure that everyone is aware of the risks posed by the misuse of drugs and alcohol.

We are committed to:

- Upholding the Health & Safety Policy already in place at All Saints Catholic Primary School.
- Providing a safe and healthy environment which is conducive to the education of the children in All Saints Catholic Primary School.
- Providing a robust policy which outlines our zero tolerance approach to drugs and alcohol misuse.
- Developing and improving the policy by reviewing it after each event.
- Educating pupils on the dangers of drug and alcohol misuse.

2 Key roles and responsibilities

2.1 The Head teacher is responsible for any drug related issues within All Saints Catholic Primary School.

3. Definitions

3.1 All Saints Catholic Primary school defines a "drug" as a substance which, when ingested alters perception and the way the body works. This definition includes but is not limited to:

- All illegal Substances such as cannabis, ecstasy, heroin, crack/cocaine, LSD, GHB
- Alcohol
- Tobacco
- Over the counter prescribed drugs
- Caffeine

- Legal Highs
- Khat
- Volatile substances (sniff able)

4. Training of staff

The Headteacher and Safeguarding head will make provision for staff training around drug issues and support extra training for individuals as required.

Where necessary school staff will receive training on specific medical conditions and the administration of urgent medication e.g. the epi pen.

5. Drug Education

Our main aims are to enable pupils to:

- Develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of a healthy lifestyle relating this to their own and others' actions.
- Make informed decisions highlighting the functions and potential dangers that all forms of drug use have in individual lives and society as a whole.

Drugs education will:

- Be age appropriate and sensitive to individual circumstances and background.
- Provide accurate information. School staff supported in delivery and resourcing professional s from Health, Social Care, Lifeline, Addiction and the Police.
- Correct misunderstanding
- Build on knowledge and understanding
- Explore attitudes and values towards drugs, drug use and drug users
- Develop students understanding of rules and laws
- Explore the risks and consequences of their own and others actions relating to drugs
- Be relevant to the needs of the pupils and the school community.

- 5.1 All pupils will receive regular guidance on drugs and alcohol as part of the citizenship curriculum
- 5.2 Lessons will be delivered as appropriate to the age of phase of the pupils.

6. **Smoking**

- 6.1 In accordance with Part 1 of the Health Act 2006, All Saints Catholic Primary School is a smoke free environment. This includes all buildings, out-buildings, playgrounds, playing fields and sheltered areas.
- 6.2 Parents/Carers, visitors and staff must not smoke on school grounds and should avoid smoking in front of pupils and/or encouraging pupils to smoke
- 6.3 In the interest of safety, health and hygiene, we request that people refrain from smoking outside the school gates.
- 6.4 See also the staff policy on smoking.

7. **Legal drugs and prescribed medicines**

- 7.1 We understand that some pupils may require medications that have been prescribed by a doctor
- 7.2 Parents/Carers have the prime responsibility for their child's health and should provide All Saints School with information about their child's medical condition.
- 7.3 Medicines should only be taken to school where it would be detrimental to the child's health if medicines were not administered during the school day.
- 7.4 All Saints School will only accept medicines which have been prescribed by a doctor, dentist, nurse or pharmacist prescriber.
- 7.5 Medicines must be provided in the original container as dispensed and must include the prescriber's instructions for administration and dosage. These

must be handed to the school staff by the child's parent/carer and the necessary forms completed.

7.6 Further guidance can be found in the Supporting Children and Young People with Medical Conditions in School policy.

8 Solvents

8.1 Pupils are not permitted to bring solvent based products on to the premises including but not limited to, aerosol deodorant, compressed air, and aerosol hairspray.

8.2 All Saints School will ensure that potentially hazardous solvents are stored safely and pupils will be supervised if they are required to come in contact with it.

8.3 More information can be found in our COSHH (Control of Substances Hazardous to Health policy).

9. Pupils, staff and visitors found to be under the influence of drugs or alcohol.

See also Whistleblowing

9.1 Staff members found to be under the influence of drugs or alcohol whilst on school premises will be disciplined in line with their contract of employment.

9.2 Visitors to the school found to be under the influence of drugs or alcohol on school premises will be escorted from the premises. The Head teacher has the authority to ban persistent offenders from the school.

9.3 Unless it is a medical emergency or where there is aggressive or threatening behaviour, pupils found to be under the influence of drugs or alcohol whilst on the school premises will be removed from class and escorted to the Head teacher's office where they will be assessed.

9.4 The pupil's parent/carer will be asked to remove the pupil from the premises.

9.5 The pupil will remain in an area supervised by a member of staff until their parent/carer arrives.

9.6 If necessary a search will be conducted. See Sefton policy flowchart

10 Medical emergencies

10.1 In drug related medical emergencies, one of the trained first aiders will be summoned.

10.2 A member of staff will remain with the casualty until the trained first aider arrives. Identify substances?

10.3 Other pupils will be removed from the immediate area as soon as is reasonably practicable.

10.4 Following assessment by the first aider, a decision will be made to ascertain whether an ambulance should be called.

10.5 The pupil's parents/carers will be telephone and advised of the incident.

10.6 If the child is felt to be at risk, the Safeguarding Policy will come into effect and social services may be contacted.

10.7 All accidents and incidents, including near misses or dangerous occurrences, will be reported as soon as possible following All Saints Health and Safety Policy.

Staff will adhere to the following:

Basic Principles for dealing with drug related incidents:

- Make sure that the needs of the young person/s are considered first
- Obtain medical help if necessary and keep any evidence of what has been taken, such as substance package or vomit.
- Remove the substance from the child and place in a safe container, if possible in front of a witness.
- Determine the precise nature of the incident.
- Focus on the individual rather than the substance.
- Put any pastoral/welfare systems into action as an initial response to the incident.
- Involve other staff/parents/carers police and other agencies if appropriate.
- Be aware of support available and ensure its continuation for all those involved in the incident.
- Be aware of the legal constraints regarding the gathering of evidence and interviewing of suspects.
- Keep a factual record, for incidents other than tobacco abuse, to include times, dates, places, any relevant actions, witnesses' accounts of conversations (see Record of drug-related situation from Appendix B). These records will be held by the Head teacher.

11. Threatening behaviour

11.1 Aggressive and threatening behaviour by pupils, staff or visitors under the influence of drugs or alcohol will be taken very seriously.

- 11.2 Where aggressive and/or threatening behaviour is displayed, All Saints School will not hesitate to contact the police if necessary.
- 11.3 Any pupil displaying aggressive and/or threatening behaviour will be contained and parents/carers summoned to school and request that they remove the pupil from school.
- 11.4 Any visitor displaying aggressive and/or threatening behaviour will be asked to leave the premises. In such circumstances staff will ensure that no colleague is left alone at any time. A detailed log will be completed (Appendix) and police and/or legal advice may be sought. See policy dealing with Abusive/Aggressive adults.

12 Searching

- 12.1 Staff members may use common law to search pupils with their consent for any item.
- 12.2 Staff members may ask any student to turn out their pockets.
- 12.3 Staff members may search any student's bag or locker.
- 12.4 Under Part 2 of the Education Act 2011, teachers are authorised by the Head teacher to search for any prohibited item including but not limited to tobacco and cigarette papers, as well as illegal drugs, 'legal highs' and alcohol without the consent of the pupil if they have reasonable grounds for suspecting that the pupil is in possession of a prohibited item.
- 12.5 Searches will be conducted by a same sex member of staff with another same sex staff member as a witness unless there is a risk that serious harm will be caused to a person if the search is not done immediately, and where it is not practicable to summon another member of staff.
- 12.6 Staff members may require a pupil to remove outer clothing including hats, scarves, boots, coats and scarves.
- 12.7 Pupil's possessions will only be searched in the presence of the pupil and another member of staff unless there is a risk that serious harm will be

caused to a person if the search is not done immediately, and where it is not practicable to summon another member of staff.

12.8 Staff members may use such force as is reasonable given the circumstances when conducting a search for alcohol, illegal drugs or tobacco products.

12.9 Any staff member, except for security staff may refuse to conduct a search.

13 Confiscation

14.1 All Saints School has a zero tolerance policy on illegal drugs

14.2 Following the identification and confiscation of a controlled substance, the staff member will seal the sample in a plastic bag and include details of the date and time of the confiscation and witness/witnesses present.

14.3 The staff member will ensure that the sample is placed in the safe.

14.4 The incident will be reported immediately to the police who will collect it and then deal with it in line with agreed protocols.

14.5 All Saints School will not hesitate to give the name of the pupil from whom the drugs were taken.

14.6 A full incident report will be completed.

14.7 Any further measures will be undertaken in line with the school's Safeguarding Policy.

14.8 Where controlled substances are found on a school trip away from the school premises, parents/carers of the pupil as well as local police will be notified.

15 Discipline

15.1 Pupils involved in drug and/or alcohol situations on school premises will be disciplined as per All Saints School's disciplinary procedure and where appropriate the police will be informed and/or external advice sought. Possessions or use of illegal drugs 'legal highs' tobacco or alcohol in school

Or during the school day or during school visits or otherwise in school uniform is a serious offence which may result in a fixed or permanent exclusion.

Support

As a primary school we will do our best to consider how best to provide support and guidance, including signposting to specialist services, to all involved including the pupil's family.

15.2 Teachers and staff members involved in drug and/or alcohol situations on school premises will be disciplined as per their contract of employment and where appropriate the police will be informed.

15.3 Visitors involved in drug and/or alcohol situations on school premises will be banned from entering school premises indefinitely and where appropriate, the police will be informed.