

GOWERTON SCHOOL



SUBSTANCE MISUSE POLICY

Reviewed 21.01.15

Gowerton School

Substance Misuse Policy

DRUGS POLICY STATEMENT

The Welsh Assembly Government published its new guidance for schools 'Children and Young People: Substance Misuse' in June 2002 (Circular 17/02). This Policy falls in line with the LA's Substance Misuse Policy and follows the Welsh Assembly Government's guidance for schools.

Drug misuse is a major threat to individuals, families and the wider community. In this context drug and substance misuse includes illegal drugs, smoking and alcohol misuse, as well as volatile substance misuse.

Schools, working in partnership with health, social services, the police and other agencies, have a responsibility to formulate a response to drug misuse through appropriate education and through the management of incidents either on school premises or at any time when pupils are under our jurisdiction.

The main areas of the policy addresses:

1. Staff awareness
2. Disciplinary measures
3. Contacting parents
4. Contacting police
5. Confidentiality
6. Referral to other agencies
7. Drugs education programme

1. Staff Awareness

- a) INSET sessions acquaint staff with possible signs and symptoms of pupils' drug use.
- b) Specific information is provided for staff to deal with a school incident (see attached).
- c) Information is provided for staff in relation to identifying drugs paraphernalia and how to dispose of them.
- d) Staff are made aware of the drugs education programme in the school.
- e) Any change in behaviour/attitude/appearance, etc. observed by staff, which may be caused by drugs/alcohol, is reported to the Core Team.

2. Disciplinary Measures

- a) As a school we are committed to tackling drug misuse among our pupils and that any instances of possession, use or supply of illegal drugs or misuse on the school premises will be regarded extremely seriously.
- b) A core team of named persons will co-ordinate responses to all drugs related incidences:

Child Welfare Manager(CWM): R Richards

Headship Team: P B Harrison, T MacCarthy, AJ Bevan, K Lawlor,
E Skinner

- c) The Headteacher has the responsibility of deciding how to respond to particular incidents taking into account:
- i) The substance involved – an illegal drug, alcohol, cigarettes or volatile substances
 - ii) Age of pupil concerned
 - iii) One or more of a group of pupils involved
 - iv) Whether the incident was premeditated and evidence of particular peer group pressure
 - v) Whether there is any evidence of a pupil giving or selling illegal drugs and the health and safety of other pupils is directly at risk.
 - vi) Wherever there is an incident the Substance Misuse Related Incident Form should be completed (See Appendix 1).
- d) The Headteacher may decide to exclude, either for a fixed term or permanently. Alternatives to permanent exclusion are always to be preferred and a variety of responses incorporating sanctions, further education and counselling will be employed. These will reflect the kind of drug related offence that has occurred. It is important that a violation of criminal law should not **automatically** lead to exclusion of a pupil.
- e) The first priority must be to separate the pupil from his peers and in due course to obtain any substance still in his possession together with a statement of the facts.

3. Contacting Parents

- a) Parents will be informed, although sensitivity needs to be attached to this step bearing in mind some sort of domestic difficulty may have caused the pupil to turn to substances for help.
- b) The age and maturity of the pupil needs to be considered, as well as the substance involved.
- c) Parents need to be assured of professional support and advice. The school nurse would be a natural link between the school and health professionals.
- d) The responsibility of informing parents will rest with the Headteacher of his delegated representative(s).
- e) It is important that, if possible, the pupil is present at any interview with school and parents (and outside agencies if appropriate).
- f) When a pupil has been found taking drugs or is intoxicated on school premises, parents must be informed and the pupil given adequate care until either the parent arrives to take them home or the school nurse takes the pupil home safely.

4. Contacting Police

- a) Close liaison with local police to reach an understanding on how we deal with incidents involving illegal drugs.

- b) Any illegal substance should be handed to the police for disposal. The law permits a member of staff to take possession of a substance, if it is suspected of being a controlled drug, to protect that pupil and others from harm.
- c) Alternatively, a substance not handed to the police must be disposed of, and a witness is essential to its disposal.
- d) Although the powers of police to search are clearly defined, it is nevertheless appropriate for a member of staff to search a pupil's belongings for an illegal substance if there is a reasonable cause to believe he/she is concealing such an item. However, every effort must be made to secure voluntary production of the substance. If the pupil refuses to co-operate, parental involvement will be necessary.

5. Confidentiality

- a) Pupils need to be aware of help and advice available within the school.
- b) The core team will decide the people that need to be informed – including Year Tutors and in some incidences, Form Tutors.
- c) The pupils need to be aware that in counselling or helping a situation, absolute confidentiality cannot be assured (i.e. there may be a need to pass on information to others.) However, conditional confidentiality can be offered. In the case of the return of a pupil following an overdose, appropriate help and counselling needs to be made available. Once again, the core team needs to decide who needs to be informed within the school.

6. Dealing with a school incident

- a) Separate pupil from peers and maintain under quiet supervision in a quiet room. Speak in low soothing tones.
- b) Inform Headteacher, CWM or any core team member.
- c) Normally the effects begin to wear off in 30 minutes and the pupil will become capable of listening intelligently.

NB

1. It is pointless trying to reason with a pupil under the influence of any substance.
2. If in any doubt regarding pupil's health i.e. unconscious or laboured breathing always call an ambulance.
3. Avoid over exciting a pupil e.g. chasing, this has led to cardiac arrest.
4. Once calm and reasonable try to obtain any substance still in their possession.
5. Inform parents and take pupil home safely.
6. Arrange meeting with parents and pupil at school to offer further counselling and advice.

7. Referral to Other Agencies

- a) The core team is responsible for help and advice within the school and in referring to outside agencies.
- b) Telephone numbers and liaison with local agencies to be the responsibility of the core team.

Trehafod
Project 21
Advisory Teacher(Mark Campion)
National Helpline
Children's Services Department

Swansea Drugs Project
STEPS
All Wales Drugs Helpline
Ogwr Dash
W. G. Council Alcohol & Drugs Use

8. **Drugs Education Programme**

This is part of the overall Health Education Programme, details of which are found in the P.S.E. Programme. This part of the programme is the responsibility of the Pastoral Learning Coordinators.

All pupils are given accurate information on which to base decisions about drug use and to enable them to develop the skills they need to resist and decline experimentation and misuse of drugs. The main information given consists of the law on substance misuse and the physiological and psychological effects of drugs. The information is presented at a level consistent with their maturity and understanding at a given time.

The two main messages conveyed are:

1. Never to use certain drugs and controlled substances e.g. heroin, nicotine, solvents, gas, cocaine, LSD because of their high harm potential, both socially and physiologically.
2. To use some drugs responsibly e.g. alcohol, pain relievers and prescription drugs.

Outside agencies are invited to assist in our curriculum, especially during the Year 9 Health Awareness Days.

The drugs education programme is delivered by the Health Co-ordinator during Years 7 to 11 within the PSE programme.

POLICY NAME: *Substance Misuse Policy*

REVIEWED BY: *Behaviour & Wellbeing Working Party*

DATE REVIEWED: *21.05.16*

DATE TO FGB: *7.7.16*

SIGNED: *Debbie Lloyd*

PRINT NAME: *Debbie Lloyd (Chair of Governors)*

DATE NEXT DUE TO BE REVIEWED: *May 2018*

A Substance Misuse Related Incident Form

School / Establishment	
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Date/time of incident	Date/time incident reported	Incident reported by:

Pupil(s) involved	Date(s) of birth	Pupil(s) involved	Date(s) of birth

Category of incident: *(tick all that apply)*

Drug-related litter on or near school premises		Drug possession on school premises/trip/transport	
Symptoms of drug misuse		Drug use on school premises/trip/transport	
Suspicion, allegation and disclosure in and out of school activities		Sale/supply of drugs on school premises/trip/transport	

Substance(s) involved:	Removed by:	Substance moved to:	Receipt issued:

Description of incident:

Details of action taken:

Form completed by:	Signed:	Dated: