



# **Covingham Park Primary School Drugs Policy**

Our vision is to provide every child with an outstanding start to their education which will equip them with necessary skills to meet future changes and challenges throughout their life.

Date: May 2025

Review Date: May 2027

# **This policy must be read alongside school's Safeguarding and Child Protection Policy**

## **Rationale:**

It is the school's aim to prepare our pupils for opportunities, responsibilities and experiences they may encounter in their lives, and this includes enabling them to take their place in a world where a wide range of drugs exists.

As part of our commitment to Every Child Matters we have sought to demonstrate through this policy that this school recognises the value of a whole school approach to drugs.

## **Definitions & Terminology:**

We define the term 'drugs' as medicines, volatile substances, alcohol, tobacco, illegal drugs, new psychoactive substances and other unauthorised substances.

We define **drug misuse** to be:

**"... the taking of a substance which harms or threatens to harm the physical or mental health or social well-being of an individual, or of other individuals, or society at large, or which is illegal. Within this definition can be placed the use of legal substances such as alcohol, solvents, the use of prescribed medicines and the taking of illegal drugs".**

## **Aim:**

As a school we recognise that some drugs have a beneficial effect, but also that all drugs have the potential for harm.

## **Objectives:**

**This policy outlines how this school community aims to ensure that:**

- Children in our school receive an education that enables them to grow up confidently, knowledgeably, competently and safely in drug using world
- That children get consistent messages about living a healthy lifestyle which includes physical, emotional and mental health and personal safety
- Staff and pupils are able to understand the nature of drugs, their social and legal status, their uses and effects.
- Pupils have the knowledge, understanding and skills to make informed choices.
- All staff, pupils and parents/carers are aware of the school's policy on social occasions that occur within the school.
- All drug related issues are treated with appropriate and responsible care and management.
- Drug related incidents are addressed throughout our school in a consistent manner.
- All staff, pupils and parents/carers are aware of the school's legal and statutory obligations, including those around safeguarding children.

- All staff have access to training and support that enables them to contribute to education on drug issues.
- All members of the school community are included within this policy as part of the whole-school approach to drugs.
- All staff and parents have access to information on local services that support children, young people and families.

### **Staff Responsibility:**

It is recognised that schools have an important role to play within the national drug strategy, and that for many children engagement and achievement within school is a major protective factor from problematic drug use.

It is important that all staff should be confident to discuss drug issues with pupils as part of the whole school approach.

The school has a member of staff who is designated School Drug Co-ordinator (also DSL). The main function of the Drug Co-ordinator is to take lead responsibility for managing drug related situations and incidents. The PSHE leader is responsible for other responsibilities including co-ordinating in-service drug education training, keeping staff up to date with developments in the field, helping to choose and purchase suitable drug education resources.

**Our School Drugs Co-ordinator is: Joanne Andrews**

**Our Designated Safeguarding Lead: Joanne Andrews**

**Our Healthy Schools/PSHE&C Co-ordinator is: Lisa Rawlins**

**Our Governor with responsibility for Safeguarding Children (Child Protection) is: Ray Williams (Chair of Governors)**

### **Role of Parents/Carers:**

The importance of the role of parents/carers is fully recognised, and we aim to consider their views and wishes carefully. We aim to ensure that parents are aware of how we deal with drug issues, including drug education. Parents are welcome to come to the school and talk to us about any concerns or questions they have.

## **Drug Education:**

The aims of drug education are to:

Increase pupils' knowledge and understanding and to clarify their misconceptions about:

- The roles that medicines and other drugs have in our society.
- The short- and long-term risks of drug misuse.
- The rules and laws relating to drugs.

Develop pupils' personal and social skills to make informed decisions and keep themselves safe and healthy, including:

- Assessing, avoiding, and managing risk.
- Communicating effectively.
- Resisting pressures.
- Finding information, help and advice.
- Devising problem solving and coping strategies.
- Developing self-awareness and self-esteem.

Enable pupils to explore their own and other people's attitudes towards drugs, drug use and drug users, including challenging stereotypes and exploring media and other influences.

This school delivers drug education through:

- PSHE sessions as from Reception – Yr 6 – using the Jigsaw scheme (see Appendix 1)
- A range of teaching methods, including small group work, circle time discussion, research and project work and drama
- Science lessons
- External visitors i.e: Police, health staff, (e.g. school nurse).

Our drug education will be taught in the following ways:

- As part of a programme of the Jigsaw PSHE scheme, it will build on concepts that the young people already know and understand. It will link with work on safety, relationships, and communication skills.
- It will use language appropriate to their age, level of prior knowledge, culture, ethnicity, and vulnerability.
- It will be relevant to the backgrounds, cultures, ethnicity and needs of our pupils.
- It will focus on relevant situations and the subsequent emotions that influence choice, thinking skills, especially risk assessment, problem solving and interpersonal skills, especially assertiveness.
- It will offer accurate, credible sources of information, and avoid sensationalised information.
- It will ensure that all pupils, regardless of background and ability, can equally access the schemes of work.

## **Pupil Welfare & Support:**

It is the guiding principle of this school that:

**“The welfare of the child and their peers is paramount”.**

It is recognised that problems with drug use can affect any of our children and young people, and may include:

- Accidental exposure to a substance or drug equipment (e.g. discarded needles).
- Parental or sibling drug misuse – it is recognised that drug misuse within the family can have a major impact on a child or young person.
- Experimental or recreational use of a drug leading to problems such as accidents while under the influence, becoming involved with an older drug using group.
- Developing a dependency on a drug, either physical or psychological.
- Health related problems, either immediate such as collapse or unconsciousness, or longer term such as effects on breathing.
- Mental and emotional health problems, including depression and anxiety.
- Exclusion from their peer group, negative effects on relationships and friendships.
- Difficulties with behaviour at school leading to exclusion.
- Involvement in criminality and/or anti-social behaviour.

A young person’s own drug use can be:

- The main cause for concern.
- A symptom of a deeper more complex difficulty.
- One of a number of inter-related issues or concerns.

Following actions to preserve safety, the health and emotional needs of pupils will be considered. This will include offering supporting through the pastoral system to ensure a caring response to pupils in distress. Interventions will be considered if the school feels that any pupil is showing signs which indicate particular risks of, or from, involvement with drugs, whether their own or their parents. Such interventions could include consultation with parents and other agencies, possible case conference and subsequent referral to services that can provide early interventions either within the school setting or externally.

## **Confidentiality:**

Complete confidentiality will never be promised to a pupil. If a pupil discloses that they are using a drug without medical or parent authorisation, the safety of the child will be the priority. Action will be taken to ensure the safety of the pupil, which may include a referral to Contact

Swindon, Early Help intervention, sharing information with parents/carers, the school nurse and other external services.

Disclosure of parental drug use will be treated sensitively, with consideration of the parent's confidentiality and safeguarding children (child protection) procedures.

## **Pupils with Medical Needs in School:**

In accordance with school policy, we support inclusive education. For those pupils with specific medical needs that may require treatment, staff will receive regular training, a record of which will be kept in the School Medical File.

Pupils will not be given medication by any staff without specific written consent from the parent/carer. Written consent will be renewed six monthly where medication is required long-term.

Prescribed medication must be delivered to the school office and will be logged in the medications book and stored in a locked cupboard. Emergency medications such as Asthma inhalers and Epi-pens will be logged in and kept by the class teacher in the classroom in a designated box.

The log-book will be a written record of the time of administration, name of medicine, dose given, and child's name. Administration of medicines will be by (name of role with responsibility for Medical Needs in School).

Children on long-term medical care will have an Individual Health Care Plan drawn up according to school procedures. Staff will receive training about emergency treatment.

See: Staff handbook, School policy on medicines in school, DFE guidance: <https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3>

## **Procedures for Management of Drug Related Incidents:**

We define a **drug related incident** to be:

A situation or incident that becomes known to the school relating to:

- A pupil disclosing drug use or disclosing parental drug use.
- A pupil or staff member presenting as being under the influence of a drug.
- A parent/carer presenting as being under the influence of a drug when collecting a child from school or on school premises.
- A pupil or staff member being in possession of a drug, either their own or for another person.
- The taking of an illegal drug on school premises, where the identity of the person is unknown or not verified, including finding drugs or drug paraphernalia on the school premises.
- A pupil having supplied or arranged to supply a drug to another pupil on the school premises – this includes supplying a substance which they falsely claim is a drug.
- The supply of drugs in the vicinity of the school premises.

## **Procedures for Responding to Drug Related Incidents:**

The Headteacher must be informed of any drug-related incident and will take the lead in deciding how to respond, in liaison with the Senior Leadership Team and Governors if appropriate. If the Head Teacher is not available, then the Deputy Head Teacher should respond. Each situation will be assessed carefully to substantiate the evidence and facts.

We will record all drug related incidents initially in the school log-book. We will make no entry on the pupil's permanent record until all the evidence has been gathered and corroborated. Only factual information will be recorded. The school will regularly follow-up drug related incidents in order to review progress.

### **i) Drug Related Incidents on School Premises:**

- The school is a no smoking site at all times (including e-cigarettes and vapes)
- Alcohol is only permitted on to school premises in the possession of adults e.g. a Friends of School evening event.
- Alcohol should be in sealed bottles/cans while on school premises – any unauthorised consumption of alcohol will lead to the adult being asked to leave the school premises (this excludes social events when children are not present on site.)
- Pupils are not permitted to be in possession of or use alcohol, tobacco, e-cigarettes, vapes, matches, lighters, paraphernalia or 'sniffable' products at any time.
- Pupils are not permitted to be in possession of any medicine that has not been logged in to the medications book. Any medicines will be confiscated and returned to their parent/carer at the end of the school day.
- Any pupil found in possession of any unauthorised drugs or paraphernalia on the school premises will have it confiscated and a report will be made to parents and authorities.
- No member of staff should confiscate a substance, which they believe to be an illegal drug without the presence of another member of staff or police officer.
- If a confiscated drug is suspected to be illegal, the school will contact the police to discuss the situation, and a record will be kept of the advice/action taken. All drugs suspected to be illegal will be kept in a locked cupboard until they can be handed to the police at the earliest opportunity.
- Parents will normally be contacted as soon as the school has any evidence of involvement of pupils with unauthorised drugs, unless this might compromise the pupil's safety, in which case the Safeguarding procedure will be followed.
- The school will endeavour to support the child with any subsequent referral, which may include the pupil receiving external agency support sessions on the school premises if appropriate.
- Permanent exclusion from school will rarely be considered, a range of sanctions and supportive interventions will be used.

- Safeguarding Children will be considered as a priority for the use of solvents and volatile substances due to high risk associated with their use.
- Other outside services such as the Trust, Police, GP, Social Services will be informed or consulted as appropriate.

## ii) **Parents under the Influence:**

A parent attending the school under the influence should be regarded as a Safeguarding concern, and appropriate action to safeguard the child should be taken if necessary. This may include:

- Arranging for another parent known to the child to look after the child.
- Arranging for the child to remain in school until a responsible adult can collect them, i.e. the named contact on the emergency contacts list.
- Contact Police to report incident if parent is abusive, aggressive or threatening to child, staff or other members of the school community.
- DSL or DDSL to contact Social Services and make referral if appropriate.
- Arranging an appointment for the parent to meet with school staff to discuss concerns and strategies for any future incidents.

The safety of the child is paramount, and staff must follow the schools Safeguarding .Policy and Procedures.

## iii) **Use of School Premises for Illegal Drug Taking**

The school recognises that it has a legal responsibility to ensure that it does not knowingly allow its premises to be used for the consumption or supply of illegal drugs. Wherever possible appropriate action will be taken, which may include reporting to the police incidents of drug paraphernalia being found on the school premises. (See H & S policy – school site checked regularly for hazards including discarded needles).

The school will liaise with the police and co-operate fully if the police decide to investigate further incidents where the premises are thought to be used out of normal school hours for drug taking.

## iv) **Drug Related Incidents Off Site:**

Any drug related incident that occurs off-site, i.e. a school day or residential trip will be dealt with by attending staff and reported to the Headteacher at the earliest opportunity for recording. The Headteacher will then co-ordinate an investigation and decide on appropriate action.

## **Dissemination of Policy:**

This policy will be disseminated via:

- School handbook
- School website

- Staff training events
- In class education
- Assemblies
- School council

## Appendix 1 – Jigsaw Drugs Education

### EYFS & KS1

Age	Healthy Me Piece	Lesson Name	Lesson Focus
3-4	HM6	Stranger Danger*	Staying safe when out and where to go for help.
4-5	HM6	Stranger Danger*	Staying safe when out and where to go for help – extending on Pre-School content.
5-6	HM3	Clean and Healthy	Household substances such as those found in the kitchen and the bathroom.
5-6	HM4	Medicine Safety	How and when we might use medicines and how to keep safe with medicines.
5-6	HM6	Happy Healthy Me*	Valuing our bodies and keeping ourselves healthy.
6-7	HM2	Being relaxed*	Identifying things that may make us feel stress, why it is important to find ways to relax.
6-7	HM3	Medicine Safety	How medicines work and how to minimize risk when taking medicines.

### Lower KS2

7-8	HM3	What do I know about drugs?	Consideration about what the word 'drug' means and how we know if a substance is safe or unsafe.
7-8	HM4	Being safe*	Strategies for staying safe and asking for help.
7-8	HM5	Safe or Unsafe?	Exploring scenarios and considering different ways to stay safe.
8-9	HM2	Group Dynamics*	Peer influence in different types of groups
8-9	HM3	Smoking	Smoking and Vaping: physical effects and influences that affect people's choices to smoke
8-9	HM4	Alcohol	Alcohol: physical effects and influences that affect people's choices to drink alcohol
8-9	HM5	Healthy friendships*	Peer pressure
8-9	HM6	Celebrating my inner strengths and assertiveness*	Considering how own knowledge and confidence in what is right or wrong can be used to be assertive

### Upper KS2

9-10	HM1	Smoking	Health risks of smoking and making informed decisions.
9-10	HM2	Alcohol	Health and social risks of alcohol and making informed decisions.
9-10	HM3	Emergency Aid*	Basic Emergency first aid including getting help.
9-10	HM6	Healthy Me	How the media and social media have an impact on making healthy choices.
10-11	HM1	Taking Responsibility for My Health and Wellbeing	Taking responsibility for our own health and asking for help.
10-11	HM2	Drugs	Understanding the different types of drugs, the law and what is meant by misuse,
10-11	HM3	Exploitation	What exploitation is, why it might happen and the choices that can keep someone out of it.
10-11	HM5	Emotional and Mental Health*	Keeping emotionally healthy and strategies for dealing with negative feelings.
10-11	HM 6	Managing Stress and Pressure	The relationship between good mental health and finding safe ways of managing stress and pressure.

### Upper KS2+

11-12	HM1	Healthy choices on emotional and mental health*	Links between physical and emotional health and ways that we can support ourselves in these.
11-12	HM2	Healthy choices managing stress*	Links between stress and our emotions, and the effect of stress on the body. Managing stress.
11-12	HM3	Healthy choices on substances	Effects of different substances on the body, why some people use them, and considering healthier ways to make ourselves feel good.
11-12	HM5	Healthy choices on medicines and immunisations	The role of vaccinations, differing views on this and the importance on having access to accurate information when making decisions about health.