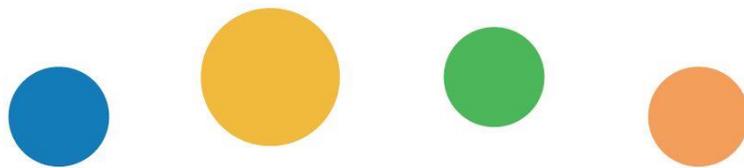


# *Drug/Alcohol & Incidence Policy*



**TOR BRIDGE**  
PRIMARY

Reviewed October 2020

## Drugs and Alcohol Policy

At Tor Bridge Primary School, we are committed to promoting children's health and well-being.

This is of the utmost importance for the school. Smoking, drugs and alcohol has proved to be a health risk and therefore in accordance with legislation, the school operates a strict no drugs and alcohol policy within its buildings and grounds. It is illegal to smoke in enclosed places, which is discussed in the school's No Smoking Policy.

All persons must abstain from using drugs or drinking alcohol while on the premises. This applies to staff, students, parents, carers, contractors and any other visitors to the premises.

Staff accompanying children outside the school, are not permitted to take drugs or drink alcohol. We also request that parents accompanying nursery children on outings refrain from the above while caring for the children.

Staff must not take drugs or drink alcohol while wearing their school lanyards or uniform as it is essential that staff are positive role models to children and promote a healthy lifestyle.

Staff are not permitted to consume alcohol during their contractual hours of work or to care for the children if they have consumed alcohol prior to commencing work.

Misuse of prescription drugs and over the counter drugs, including legal highs is also prohibited at any time.

### **Prescribed drugs/medication**

Such medication must not be kept in a staff members' personal belongings. It must be signed into the medication cabinet situated in the Medical Room or ASC/BC. It is the responsibility of the person whom the medication belongs, to ensure the medication is stored correctly, well away from all children in the office. Staff needing to take prescribed medication during their working hours, must do in one of the offices or a space away from children.

### **Parent/Carer cooperation**

- Parents/Carers are not allowed to take drugs or consume alcohol while on the school premises.
- Parents/Carers are forbidden to bring alcohol or drugs into the school grounds.
- Parents/Carers being abusive to children, staff members or other parents while on the premises will be asked to leave. The police may be called in this instance. In the event we will ask that someone comes to take responsibility of the child, i.e. the next contact. If a carer has been abusive we will inform the parent and wait for them to collect their child. The perpetrator will no longer be allowed into or near the school premises..
- Alcohol, drugs/prescribed medication is forbidden to be left in a child's bag/ belongings. These will be discarded by a staff member and the Parent/Carer will be informed immediately.
- We have a collection policy for a Parent/Carer under the influence of alcohol or drugs. The following guidelines will apply, we will manage the incident tactfully to ensure that the professional relationship with the family is maintained:
- If a senior staff member has any concerns regarding the child's welfare, we would endeavour to speak to the Parent/Carer about the child's needs. Procedure will be followed in guidance with the safeguarding policy and child protection procedures.
- We will ensure that there are two staff present when speaking to a parent so staff do not jeopardise their own safety or the safety of others in these situations

- In the event that the Parent/Carer arrives under the influence of alcohol and drugs we will ask that someone comes with the Parent/Carer to take responsibility of the child. Should this not happen, although we have no legal right to withhold a child from a Parent/Carer, we reserve the right to contact any relevant authorities that we deem appropriate such as the police, children's services etc. Any member of staff feeling threatened should contact the police in the first instance.
- Staff will make a full written report of the incident.
- A child's safety is our main concern and as such this will determine the course of action taken.

### Related Incident Procedures

#### **Rationale**

The first concern of Tor Bridge Primary School is to safeguard the health and safety of members of our school community. We recognise the need to provide a safe environment at school and to offer appropriate guidance and support to staff, pupils and parents/carers when the need arises. We are aware that where routes to advice and support are known to everyone within the school community, it is more likely that difficulties will be identified and addressed at an early stage.

While we acknowledge that use of drugs is a behaviour prevalent to differing extents in wider society, Tor Bridge Primary School will not knowingly permit or tolerate possession, consumption, supply or offer to supply of any drugs on school premises. If any of these offences are committed they will be fully investigated and dealt with, ensuring that drug use or misuse is challenged.

#### **Definition of a Drug**

**The term 'drug' as used in this policy includes illegal substances** (covered by the Misuse of Drugs Act 1971) **over-the-counter** and **prescription medicines; intoxicating substances on which the law may be open to interpretation** such as Novel Psychoactive Substances (so –called 'legal highs'), the active ingredients in energy drinks, as well as nitrates (poppers); **intoxicating substances not covered by legislation; licensed substances** such as alcohol and tobacco; and **gas or solvents in the context of abuse.**

#### **Aims**

- To provide a safe and supportive environment for all members of our school community
- To take account of the differing needs of members of the school community
- To set clear boundaries which are known to pupils, parents/carers and staff, which are acted upon consistently
- To ensure that the response to drug incidents is both appropriate and consistent with the rationale and aims of our drug education programme

#### **Objectives**

- To ensure that members of our school community understand the school rules and procedures relating to drugs
- To appoint a designated member of the SMT to oversee the management of drug related situations, ensure dissemination of the policy, and ensure staff are adequately trained and resourced
- To deal with drug incidents promptly but not hastily, ensuring a full investigation and fair and consistent response which takes account of the differing needs of pupils, staff, and parents/carers
- To review this policy regularly in the light of any incidents that have taken place.

#### **Responsible Staff**

The staff member at Tor Bridge Primary School who will normally oversee the management of a drug related incident is **Aaron Meredith, Headteacher.**

He/she will consult as appropriate with the school's Police Community Support Officer/Police.

## **Dissemination of Policy**

The designated teacher in each school is responsible for this policy will liaise with key staff to ensure that pupils are made aware of this policy through the drug education programme in SMSC and PSHE, particularly the part concerning school rules on drugs, and the routes for pupils to access support including confidential sources of help and advice such as the school nurse.

## **School Site**

Regard will be given to the safe storage of cleaning and other materials (eg arts & crafts) which could be misused. The site will be regularly monitored for litter which might endanger personal safety or which indicates that substances have been used on the school site. The designated staff named above will be informed of any such instances.

## **Procedure for Managing and Recording Incident**

Detailed procedures for responding to drug-related incidents are given in the accompanying link '*Department for Education and Association of Chief Police Officers drug advice for schools' 2012.*

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/270169/drug\\_advice\\_for\\_schools.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/270169/drug_advice_for_schools.pdf)

## **School Response to Incidents**

The above link contains a range of responses that may be appropriate where the incident involves a pupil's possession or use. Our schools are aware that while substance use in itself may not be problematic, it may be a symptom of a more significant underlying problem.

Where the incident involves disclosure by a pupil, care should be taken to safeguard pupils' significant relationships, for example with their parents or school staff, as far as possible. As their capacity for understanding increases, pupils will be made aware of issues relating to confidentiality and the differing roles of professionals within the school via their curriculum. Staff will receive training to ensure a secure understanding of the school's expectations with regard to confidentiality. In the event of serious concerns regarding the safety and wellbeing of a pupil, the advice of the school's Designated Person for CP (Aaron Meredith, Headteacher) should be sought.

Parents/carers need to understand that if drugs are found on a pupil, the police may then decide to search the home.

Tor Bridge Primary School may choose to complete the contract below when there is a drug related incident and involve the support of the EWO and PCSO.

## **Monitoring/Review**

This policy will be reviewed every two years

The review will take account of any drug incidents that may have occurred.