

Hamp Community Junior School

Policy for Drugs, Alcohol and Tobacco Education

Reviewed October 2009

Signature

Approved Date

This policy comes under the umbrella of Personal, Health and Social Skills education and Citizenship in the school and takes into account the following national and Local Guidance:
Drugs: Guidance for schools (DfES Feb 2004)
Drug, Alcohol & Tobacco Education Guidance for Schools (QCA 2003)

This policy has been drafted by a working party following consultations with staff, local health education advisors and health promotion specialists and is based on a framework produced by a countywide multi-disciplinary group. All teachers have a copy of the policy and a copy is held in the Head teachers' Office and can be made available on request.

There are two main parts to this policy:

Part A is concerned with the provision of Drugs, Alcohol and Tobacco Education.

Part B is concerned with the management of drug related issues.

Rationale

At Hamp Community Junior School we aim to nurture a climate where all pupils will develop confidence and a desire to learn. Through the curriculum we aim to promote the moral, spiritual, cultural, mental and physical development of all pupils at our school to prepare them for the opportunities, experiences and responsibilities of adult life. We do this through reinforcing positive behaviour and through providing a caring response to the needs of our pupils. We recognise that though drugs may not always be harmful, all carry the potential for harm. Safety and effective management underpin both the school's drugs education and its response to any incidents. Medicines (over the counter and prescription) will be treated with the same priority, care and respect as non-medicinal drugs.

The Aims of this Policy

The school drugs, alcohol and tobacco policy aims to:

- Safeguard the health and well-being of all pupils at all times
- Consider all drugs, legal, medicinal and illegal and to respond constructively to the issues raised by their availability and use in society
- Outline the aims, content and organisation of the school drugs, alcohol and tobacco education programme
- Provide clear guidance to staff about procedures for managing drug-related incidents

School Drugs Co-ordinator

The named School Drugs Co-ordinators for our school are ~
Georgina Edwards and Julianne Williams.

The Co-ordinators will:

- Act as the school's central reference point for all matters related to drugs
- Oversee drugs, alcohol and tobacco education
- Attend to training and resourcing needs
- Co-ordinate the school's management of situations involving unauthorised drugs of any kind
- Ensure adequate communication at all levels
- Bring all relevant matters to the notice of the Senior Management Team and staff meetings
- To initiate a review of this policy whenever appropriate

Part A

Content and Organisation of Drugs, Alcohol and Tobacco Education

Aims

We believe drugs, alcohol and tobacco education should not be delivered in isolation, but be firmly rooted in our Personal, Health and Social Education and Citizenship programme, supplemented by Science and other subjects of our curriculum.

The broad educational aims of our drugs, alcohol and tobacco education programme (which are progressive as pupils move through the school) are to:

- Increase the knowledge and understanding of drugs, their use and dangers, the law and local and national agencies
- Explore a range of views, clarify attitudes and challenge stereotypes
- Develop a range of skills to enable our pupils to make their own informed decisions about drugs. Such skills include assessing and avoiding risks, communicating with others, assertiveness, accessing information and advice, helping others, first aid etc.

Content

Drugs, alcohol and tobacco education is taught within the context of the requirements of the National Science Curriculum 2000 provision and also within the context of PHSE and Citizenship provision. (**Appendix 1**)

Through PHSE and Citizenship provision, our drugs, alcohol and tobacco education plans to provide opportunities for the pupils to:

- Take responsibility for themselves and others
- Feel positive about themselves
- Participate in educational experiences
- Make real choices and decisions
- Meet and work with people
- Develop positive relationships
- Consider some simple social and moral dilemmas arising from different aspects of life
- Prepare for change

The intention is for all our pupils to follow a progressive programme for drugs, alcohol and tobacco education that identifies the requirements of the Science Curriculum and the PHSE and Citizenship Framework. **(See Appendix 2 for further information)**

Organisation

Aspects of drugs, alcohol and tobacco education are encompassed within the ethos of the school and may be delivered through:

- PHSE & Citizenship lessons
- Circle Time
- Core & Foundation subjects (Including Drama)
- Assembly Time
- Health Week
- Focus Days (eg. Children in Need)
- Theatre in Education visits

The drugs, alcohol and tobacco programme will be delivered by:

- Class teachers
- Other specified visitors or agencies

Planning to meet the needs of pupils

The needs of pupils will vary according to the experiences and beliefs of individual pupils or groups of pupils and their families.

An assessment of current levels of knowledge, understanding and attitudes and self-perceived needs at the start of the programme will highlight misconceptions and draw on relevant real-life experiences, using them as starting points.

To assess the needs of our pupils we use:

- Draw and write activities
- Brainstorming in groups and/or classes
- Photographs, pictures, video and objects to promote discussion

We use information from such activities to help us determine starting points and prioritise the content of drugs, alcohol and tobacco education. We deal with the subject of drugs through a planned programme and also in response to opportunities as they arise. We revisit issues as the pupils awareness, readiness and experience grow with time, to build on previous learning.

The teaching methods employed balance didactic input and written work with active learning opportunities to foster pupil participation (drama/role play). Teaching resources are chosen for their appropriate content and their quality as recommended in the guidance document. (**See Guidance for Schools DfES Feb 2004 (2.5 p21)**)

Inclusion

Pupils with learning difficulties may need more help than others in understanding what sorts of behaviour are acceptable and to develop the confidence and skills to resist drugs. Alcohol and other drug misuse may be one of a number of symptoms of emotional or behavioural difficulties.

Staff will take into account the potential barriers to learning about drugs and alcohol and that may arise from their personal circumstances, such as those with drug or alcohol abusing parents. We recognise that pupils' needs cannot entirely be met in school. We aim to support the welfare of such pupils by accessing specialist sources of help such as:

- Social workers
- School nurses
- Drug and alcohol services

Monitoring Drugs, Alcohol and Tobacco Education

Our drugs, alcohol and tobacco education is monitored to ensure teachers deliver good quality lessons following the agreed programme and that appropriate training is provided to support this. Monitoring is undertaken through a variety of means:

- Lesson observation
- Lesson plan and evaluation monitoring
- Gathering evidence of learning opportunities and changes in pupils' knowledge, understanding and attitudes through questionnaires, evaluations and/or assessments.

The school Drugs Co-ordinator addresses the training needs of the staff and the Inset Co-ordinator considers priority and available funding for external support.

Use of outside speakers and visitors.

We are supported in our drugs, alcohol and tobacco education work by the school nurses, health promotion specialist and the police. A teacher is always present when visitors are working with the pupils.

Working with parents

The school is committed to working in close partnership with parents and carers. They are invited to attend consultation evenings to discuss the school's drug, alcohol and tobacco education programme and to view the teaching resources and materials that will be used.

Working with the Media

The media will always be interested in drugs issues in schools. Advice should be sought before engaging with the media over any drugs related issues. Only members of the Senior Management should be engaged with the media.

Part B

The Management of Drug Related Issues

i) Medicines

We ensure that parents, carers and pupils know the school rules that all medicines need to be managed at school by school staff and can only be brought on to school premises with staff approval and knowledge. Parents' first point of contact is the school office where it is ensured that medicines, the dosage and frequency of dosage are clearly labelled. Medicines will always be held there for security and managed by staff or by pupils with supervision as specified in the following guidance:

Managing Medicines in Schools and Early Year Settings DfES/DH Guidance March 2005 'Guidance for Schools', Vol 4, 'Health and Safety' (Somerset County Council) 'Guidance for children and young people in receipt of medication and/or nursing procedures' (Somerset Education 2000) and www.teachernet.gov.uk/medical and DfES Dugs: Guidance for Schools 04 (4.5 p55)

ii) Legal Drugs

Pupils are not permitted to be in possession of or use alcohol, tobacco, matches, lighters or volatile substances either in school, travelling to or from school or on school trips. Any found will be confiscated and parents will be informed as a matter of course.

If a pupil is under the influence of a drug or otherwise thought to be in need of medical help, it will be sought at once. A list on display in the school office names staff qualified in First Aid and they will be summoned if necessary.

iii) Tobacco

Smoking is not allowed on the school premises both within the school building and the school playgrounds. The No-Smoking Policy applies to all visitors to the school, including parents, suppliers, supply or temporary staff and contractors.

iv) Alcohol

Alcohol is sometimes permitted on the school premises (with the permission of the Head Teacher) during social events. Non-alcoholic drinks will always be available during such events.

Guidance on these matters can be found on SIX in the revised 2004 Personnel Handbook Section D1.

v) **Illegal Drugs**

If any pupil is found to be in possession of an illegal drug, it will be confiscated and stored in the Headteacher's office until arrangements are made with the police for its collection. Parents will be informed. The Head Teacher and the School Drugs Co-ordinators will decide how to respond further. Careful investigation will be made and records made and kept in the Headteacher's office. (An example of an incident form can be found in the DfES Guidance for schools Feb 04 Appendix 11. Rumours or suspicions will also be promptly investigated.

School Visits

All those involved in school visits will be reminded of the school policy on drugs beforehand.

Parents and Carers

If the school discovers evidence of involvement of pupils with unauthorised drugs, parents/carers are routinely contacted unless this might compromise the pupils' safety. At our school the wishes of parents are considered carefully. Parents are encouraged to come to the school and talk to us about any concerns or questions they have. We provide information and consultation evenings as needs arise.

Monitoring and Evaluation

The Drugs, Alcohol and Tobacco Policy is monitored and evaluated through an annual review process involving the Head Teacher, Senior Management Team, Co-ordinators, staff and the Governing Body.

Review date of this Policy:

Target Review date	Date Reviewed	Action Required	Signature
Spring 2007	February 2007		
Spring 2009	September 2009		

Signed:.....

Position held:.....

Date

Contacts:

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