



The Grange School Drug Education and Incident Management Policy

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MEMBERS OF STAFF RESPONSIBLE

Designated Safeguarding Lead, Deputy Headteacher, Assistant Headteachers, the Student Support Manager and the PSHCE Co-ordinator (who will cover for each other in a case of absence) and the governor responsible for PSHCE.

RATIONALE

The Grange School has a policy on drug education and dealing with drug-related incidents and provides a quality Drug Education Programme for all our students.

The policy is informed by DfE and ACPO drugs advice for schools.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/270169/drug_advice_for_schools.pdf

The Grange School actively seeks to provide an environment where all members of the community are safe from harm. As such, the school takes a robust approach to any individual or group that violates our behaviour, drugs or anti-bullying policies.

This is a school where human rights are respected; as such the responsibility to maintain high standards of behaviour lies with all members of The Grange School community.

The school acknowledges its legal duties under the Equalities Act 2010 in relation to all protected groups including SEND (Special Educational Needs and Disabilities) and will always take individual circumstances into account.

We recognise that children and young people are growing up in a drug using society and that they encounter legal and illegal drug misuse in a variety of situations. However, we are very clear that alcohol, tobacco, volatile substances (including vapes) and illegal drugs have no place in our school.

The Grange School acknowledges that we cannot solve all the problems of drug misuse in society but recognises that education can play a key role in ensuring that young people know the risks of taking drugs, have the knowledge and skills to make informed decisions and know how to access support and help if needed.

The Grange School is committed to safeguarding the health and safety of its members and will not knowingly permit or tolerate possession, consumption,



supply, or offer to supply, any drugs including associated paraphernalia or vapes on the school premises. If any of these offences are committed, they will be thoroughly investigated and sanctions applied when necessary.

There is a strong body of evidence that shows that children and young people are more at risk to drugs, alcohol and tobacco and other social issues when they are not in school. As a consequence, we strive to keep our students fully attending The Grange School and provide access to support services available in Buckinghamshire.

The school's Behaviour Policy is explicit in dealing with drug related incidents and, as such, expectations are shared, on a termly basis, with students in school assemblies.

However, in accordance with the school's Behaviour Policy, exclusion will be the only option available to maintain the safety of the whole school. School staff and other adults on site should act at all times as responsible role models and set a good example of drug-related behaviour. Therefore this policy will apply to any person on the school premises, unless the Headteacher has agreed for the rules to be altered for a particular occasion, i.e. when alcohol is available at an over 18's function.

DRUG DEFINITION

A drug is a substance, legal or illegal that can alter the way the mind or body works. Therefore this policy will include alcohol, tobacco products, caffeine, solvents and other volatile substances, vapes, over the counter drugs and medicines, prescribed medicines including tranquillisers and painkillers and illegal drugs.

GENERAL AIMS OF DRUGS POLICY AND PROCEDURES

- To provide a protective framework within which staff can teach and students can be taught.
- To help children and young people resist drug misuse in order to achieve their full potential in society.
- To ensure that all students are given opportunities to develop skills, explore attitudes, consider consequences and increase knowledge and understanding in order to make healthy informed choices about drug use and misuse.

SPECIFIC AIMS

- To provide students with accurate information about substances in order to dispel myths.
- To increase understanding about the implications and possible consequences of drug use including related health and social issues.



- To develop personal and social skills such as communication, assertiveness and decision making skills.
- To develop and enhance self-esteem and self-confidence.
- To inform students about appropriate sources of additional support and enable them to access these.
- To provide opportunities for parents/carers to access relevant information and support

DRUG EDUCATION

To be effective, drug education will be taught through the formal and informal curriculum, although the main vehicle will be the PSHCE curriculum in conjunction with Science. The school also actively co-operates with other agencies such as Switch, Buckinghamshire Police and the Local Authority to deliver its commitment to drug education and to deal with drug-related incidents.

The programme is based on a needs assessment and aims to build on existing knowledge, skills and attitudes. Lessons are carefully planned, with appropriate grouping of students for different activities, clear learning outcomes for each topic and strategies for assessment. The whole programme is monitored at regular intervals throughout the year and the programme annually evaluated. The PHSCE Co-ordinator takes the lead on these reviews and any subsequent amendments.

CONTENT

The statutory National Curriculum Science Orders requires that the following elements of drug education be taught:

- Key Stage 3 (11 – 14 year olds) – How the misuse of solvents, tobacco, alcohol and other drugs affects health.
- Key Stage 4 (14 – 16 year olds) – The effects of solvents, tobacco, alcohol and other drugs on body functions.

Within this at GCSE, students learn about antibiotics & painkillers, discovering & developing drugs, Cancer & smoking and the risk of disease, alcohol and other carcinogens.

The Relationships and Sex Education (SRE) statutory guidance that has been set out by the government requires by the end of secondary school students should know the following:

- The facts about legal and illegal drugs and their associated risks, including the link between drug use, and the associated risks, including the link to serious mental health conditions.
- The law relating to the supply and possession of illegal substances. T
- The physical and psychological risks associated with alcohol consumption and what constitutes low risk alcohol consumption in adulthood.



- The physical and psychological consequences of addiction, including alcohol dependency.
- Awareness of the dangers of drugs which are prescribed but still present serious health risks.
- The facts about the harms from smoking tobacco (particularly the link to lung cancer), the benefits of quitting and how to access support to do so.

As part of the PSHCE timetabled lessons students will explore the following drugs issues:

- Year 8:
 - As part of the healthy living unit students will learn about Alcohol and Smoking. Students will also complete an assessed task where they will make a judgment on whether energy drinks should be banned. Students will also gain an awareness of prescribed drugs.
 - As part of the unit on Relationships and Sex Education pupils may explore how drugs and alcohol may lead to risk taking sexual behaviours
- Year 9 :
 - As part of the drugs and alcohol education unit students will explore the law and drugs, the dangers of drugs, types of drugs, effects of drugs and withdrawal.
 -
- Year 10:
 - As part of the crime unit students will learn about County Lines and how young people are being exploited. In the lesson on criminal law there will be a reminder of the law surrounding the possession and supply of drugs.

However, Drug Education fits into the wider PSHCE programme to include the exploration of attitudes, the development and applications of the skills and awareness of risk and risk management, including choices and consequences in relation to health and life.

The Drug Education Programme is generated and the PSHCE Subject Leader.

APPROACHES TO LEARNING

Effective drug education should encourage the active participation of young people and use a wide variety of teaching approaches. We therefore encourage the use of:

- Exposition
- Role play
- Brainstorming
- Group work
- Audio and visual aids



- Outside speakers
- groups

ASSESSMENT, MONITORING AND EVALUATION

Lessons will be carefully planned using formative and summative assessment to ensure that the students reflect with the teacher on what they have learned in terms of knowledge and understanding, development of skills, and how their attitudes and values may have changed.

This is carried out in a variety of formal and informal ways. Teachers also have the opportunity to reflect on what they have learned from the programme.

MEDICINES IN SCHOOL – To be read in conjunction with Medicines in School Policy

Students, who need access to medication on a continuing basis e.g. asthma inhalers or ventilators, sickle cell treatment, or insulin for diabetics, are allowed to bring their medication to school in suitable tamper-proof containers. Where able to do so, they will be able to self-medicate.

If a student suffers regularly from acute pain such as migraine or menstrual pain, subject to school agreement parents/carers should authorise and supply appropriate pain killers for their child's use, with written instructions about when the student should take the medication. The First Aid Officer, should supervise the student taking the medication. A student under 12 should never be given aspirin unless prescribed by a doctor.

Procedures

Medicine stored must be clearly labelled with the student's name, the name and dose of the drug and the frequency of administration. If a student needs two or more prescribed medicines, each should be in a separate container and labelled as above.

- Medicines should not be transferred from their original container.
- Any medicines that need to be refrigerated can be kept in a refrigerator containing food but should be kept in an airtight container, clearly labelled. Access to the refrigerator will be restricted.
- Students with medical needs should know where their medicines are stored and who holds the key. Staff should also know this.
- Some medicines such as asthma inhalers must be readily available and therefore not be locked away.
- All students are allowed to carry their own inhalers with the agreement of their parents/carers.



- Parents/carers will be required to complete a parental consent form if it has been agreed that their child can carry and administer their own medication.
- People who suffer from anaphylactic reactions may need emergency adrenaline treatment. Staff who volunteer to administer this treatment will be given training. NB. This treatment is unlikely to be harmful if given too soon or in multiple doses.
- Parents/carers will be held responsible for the regular collection of any unused medication e.g. at the end of each term, and also for the disposal of date expired medicines.

The school will not take responsibility for the administration of any prescribed medicines if it has not been informed by parent/carers of the medical needs of a particular student or formally agreed to the administration.

DEALING WITH DRUG-RELATED INCIDENTS

Procedures

There are a variety of situations that would constitute a drug-related incident outlined below.

1. Student under the influence of drugs/alcohol.
2. Discovery - drugs/alcohol/paraphernalia found on student.
3. Supplying by:
 - a) Student;
 - b) School staff/parents/carers/persons external to the school community.
4. Disclosure.
5. Suspicion or rumour.
6. Drugs/alcohol/paraphernalia found on premises.
7. School staff/parents/carers/person external to the school community under the influence of drugs/alcohol on school premises.

BOUNDARIES AND SCHOOL RESPONSIBILITY

Students are expected to adhere to this policy once they have entered the physical boundaries of the school until they leave the same boundaries at the end of the school day. The policy will also apply to students on their journey to and from school and if they leave the school premises during the school day. Students will also be expected to adhere to this policy whilst they are attending an event, on work experience placements, or on a residential or school trip, whether supervised or not. Any student involved in a drug-related incident on such an occasion will be dealt with according to this policy.



People concerned in the management of any venue hosting an event may impose additional procedures/sanctions.

SUPPORT AND SANCTIONS

Sanctions will be applied to any drug-related incident in school in line with the school's behaviour policy. Any response will be taken after considering all the relevant facts and information about a young person and the circumstances in which any drug-related incident has come about. The school response will be part of a supportive network developed to ensure that the school uses its powers to protect the long-term welfare of all the students in the school, keeping child protection issues in mind at all times. External agency referrals will be made whenever appropriate.

RECORDS

Records will be kept using an Incident Management form for all drug-related incidents. These will be kept securely by the Student Support Manager and will only be shared with key people with consent from the Headteacher, the DSL, the Deputy Headteacher or the Assistant Headteachers.

CONFIDENTIALITY (AND DISCLOSURE)

Young people wishing to disclose drug use by themselves or their peers to school staff are informed that confidentiality cannot be guaranteed and that the issue may need to be taken further for the student's safety. Any information will be recorded and treated sensitively in line with the school's Confidentiality Policy.

PUBLIC DISCLOSURE

The main purpose of drug education is to develop young people's knowledge, skills, attitudes and values and not to find out about their personal drug use. Public disclosure from staff and students should be discouraged at all times. However, the staff should make it clear to students that they can talk with them privately on matters that are concerning them (see Confidentiality above). At the start of the Drug Education Programme, students and staff are encouraged to draw up a set of ground rules/a contract, which will include issues of confidentiality as part of the group agreement. If any member of staff or a student is asked about personal drug use, they will refer back to the ground rules/contract.

COLLECTING EVIDENCE

- The law permits school staff to take temporary possession of a substance suspected of being a controlled drug for the purposes of protecting a student from harm and/or committing an offence of possession.



- The substance should either be handed to the police who will be able to identify if it is an illegal drug or it should be disposed of in the presence of a witness, but its identity cannot be claimed in retrospect. School staff should not attempt to analyse or taste an unidentified substance.
- It is open to a member of staff to search a student's desk or locker where s/he has reasonable cause to believe it contains unlawful items. This should be done in the presence of a witness and the student.
- Where students are suspected of concealing illegal substances on their persons, every effort should first be made to secure the voluntary handing over of any unlawful substance by, for example, asking them to turn out their pockets.
- It is also reasonable for the designated teacher, when interviewing a student to ask the student to make his/her bags available for inspection.
- The teacher must be careful to ensure that there is no opportunity for allegations of assault or improper conduct to arise, and therefore a witness should be in attendance at any interview or search of belongings.
- If a student refuses, the student should be detained under supervision while the police are called in to deal with the situation.
- A teacher should never make intimate physical searches - the powers to search by the police are clearly defined in law.

NEEDLE DISPOSAL

The Site Manager and Caretakers will be trained to deal with discarded injecting equipment appropriately and ensure the equipment is correctly disposed of using the 'sharps disposal bin' in the school's First Aid Office.

MONITORING AND EVALUATION

The Assistant Headteacher with Line Management responsibility for PSHCE will take the lead on monitoring the school policy and its implementation with the Head on PSHCE, and acting on any resulting recommendations. This will happen informally on an annual basis, with a formal review and any necessary re-writing of the policy on a three-year cycle.

The Assistant Headteacher and PSHCE lead:

- Have access to SLT meetings and the Governing Body.



- Will keep updated on professional development needs in relation to drug education and dealing with drug-related incidents, and lead on the co-ordination of staff training including cascading of relevant information to staff.
- Will ensure the school staff are trained and confident to provide drug education.
- Will ensure that training materials and leaflets are in line with the ethos of the school, and age and needs appropriate.
- Will liaise with outside agencies and ensures they are familiar with school policy
- Disseminates drug policy and leads on consultation and review processes.

USEFUL CONTACT NUMBERS IN BUCKINGHAMSHIRE AND NATIONALLY

Switch Bucks Tel: 01296 396352
 CAMHS/Outreach Services Tel: 01494 476140
 Youth@ACT Tel: 01296 718710

ADFAM offers information to families of drug and alcohol users, and the website has a database of local family support services.
 Tel: 020 3817 9410 Email: admin@adfam.org.uk
 Website: www.adfam.org.uk

Alcohol Change uk works to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems
 Tel: 020 3907 8480 Email: contact@alcoholchange.org.uk
 Website: www.alcoholconcern.org.uk

ASH (Action on Smoking and Health) A campaigning public health charity aiming to reduce the health problems caused by tobacco.
 Tel: 020 7404 0242 Email: enquiries@ash.org.uk
 Website: Action on Smoking and Health (ASH)

Children's Legal Centre operates a free and confidential legal advice and information service covering all aspects of law and policy affecting children and young people.
 Tel: 01206 714 650 (general queries only) Email: info@coramclc.org.uk
 Website: www.childrenslegalcentre.com

Drinkaware - An independent charity that promotes responsible drinking through innovative ways to challenge the national drinking culture, helping reduce alcohol misuse and minimise alcohol related harm.
 Tel: 020 7766 9900 Website: www.drinkaware.co.uk



Drinkline - A free and confidential helpline for anyone who is concerned about their own or someone else's drinking.

Tel: 0300 123 1110 (lines are open 24 hours a day)

Drugwise is a centre of expertise on illegal drugs, aiming to inform policy development and reduce drug-related risk. The website includes detailed drug information and access to the Information and Library Service. DrugScope also hosts the Drug Education Practitioners Forum. Tel: 020 7520 7550 Email: info@drugscope.org.uk Website: www.drugwise.org.uk

FRANK is the national drugs awareness campaign aiming to raise awareness amongst young people of the risks of illegal drugs, and to provide information and advice. It also provides support to parents/carers, helping to give them the skills and confidence to communicate with their children about drugs.

24 Hour Helpline: 0300 123 6600 Email: frank@talktofrank.com; Website: www.talktofrank.com

Family Lives - A charity offering support and information to anyone parenting a child or teenager. It runs a free-phone helpline and courses for parents, and develops innovative projects.

Tel: 0808 800 2222 Website: www.familylives.org.uk

Re-Solv (Society for the Prevention of Solvent and Volatile Substance Abuse)

A national charity providing information for teachers, other professionals, parents and young people. Text: 07496 959930 Information line: 01785 810762. Email: info@re-solv.org

Website: www.re-solv.org

Smokefree - NHS Smoking Helpline: 0300 123 1044;

Website: <https://www.nhs.uk/smokefree>

Stars National Initiative offers support for anyone working with children, young people and families affected by parental drug and alcohol misuse.

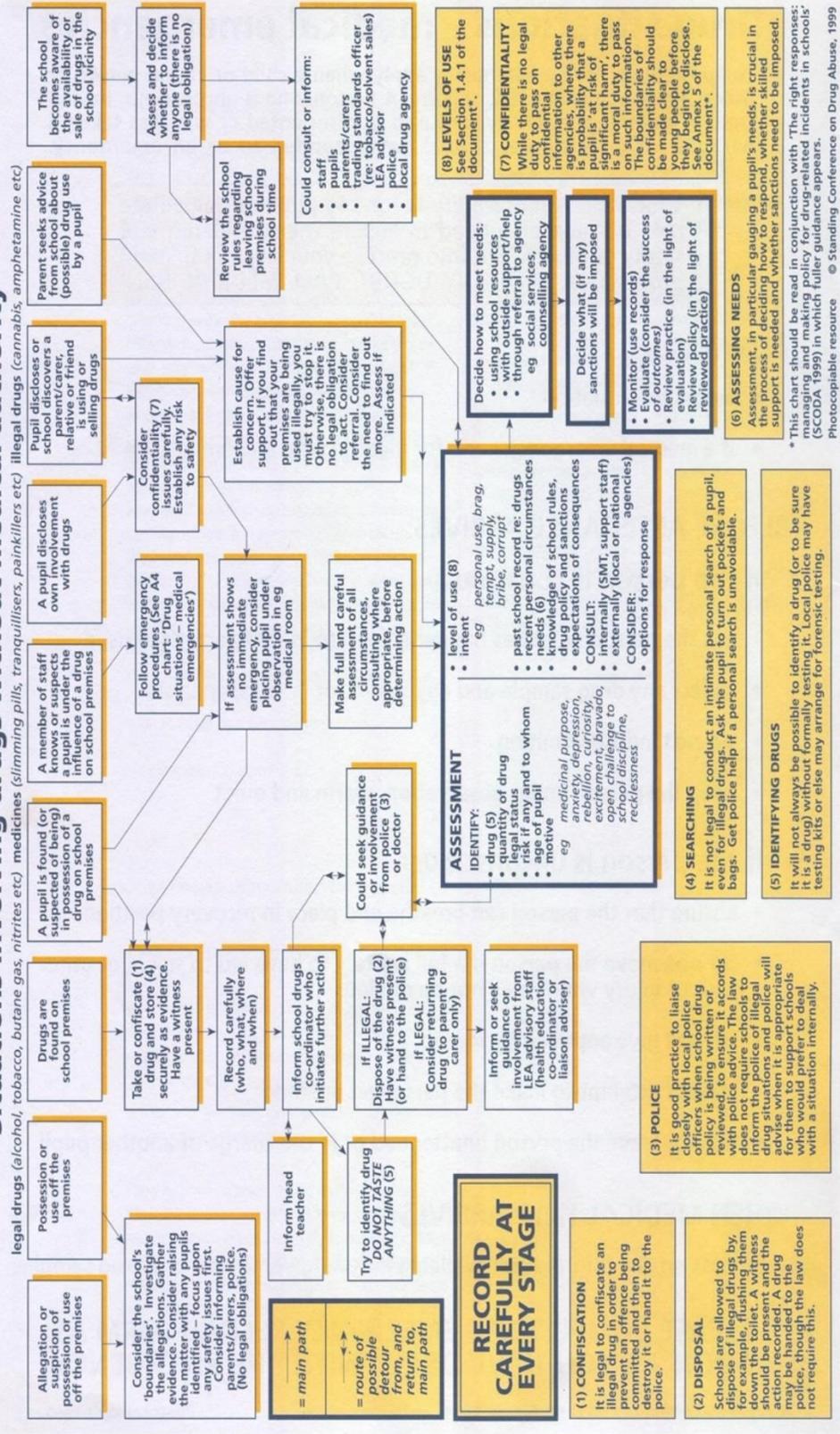
Website: www.childrenssociety.org.uk

Youth Offending Teams – Local Youth Offending Teams are multi-agency teams and are the responsibility of the local authority, who have a statutory duty to prevent offending by young people under the age of 18.

Website: <https://www.gov.uk/youth-offending-team>



Situations involving drugs without medical authority



Appendix 2:
RECORD OF INCIDENT INVOLVING UNAUTHORISED DRUG

1. For help and advice, telephone the LEA
2. Complete this form WITHOUT identifying the student involved
3. Copy the form
4. Send the copy within 24 hours of the incident to the LEA
5. KEEP the original, adding the student's name and form – store securely

Tick to indicate the category:

- Drug or paraphernalia found ON the school premises
-
- Student disclosure of use
- Emergency/intoxication
- Disclosure of parent/carer drug misuse
- Student in possession of unauthorised drug
-
- Parent/carer expresses concern
- Student supplying unauthorised drug on school premises
- Incident occurring OFF school premises

Name of student*: _____ **Student's form*:** _____
(*For school records only)

Name of school: _____

Age of student: _____ **Male/female:** _____

Ethnicity of student** _____

Time of incident: _____ am/pm **Date of incident:** _____

Tick if second or subsequent incident involving same student

Report form completed by: _____

First Aid given? Yes/No (Delete as necessary)

Ambulance/Doctor called? Yes/No (Delete as necessary)

Called by: _____ **Time:** _____
First aid given by: _____ **Time:** _____



Drug involved (if known): _____
(e.g. Alcohol, Paracetamol, Ecstasy)

Drug found/removed? YES/NO

Where found/seized: _____

Senior staff involved: _____

Name and signature of witness:

Disposal arranged with (police/parents/carers/other): _____

At time: _____

If police, incident reference number: _____

Name of parent/carer informed* (*For school records only): YES/NO

Informed by: _____ **At time:** _____

Brief description of incident (including any physical symptoms):

Other action taken (e.g. Connexions or other agency involved, Educational Psychologist report requested, ~ case conference called, students/staff informed, sanction imposed, LEA/GP/Police consulted):

(continue on blank sheet if necessary)

****Categories:**

British, Irish, other white, white and black Caribbean, white and black African, white and Asian, other mixed, Indian, Pakistani, Bangladeshi, other Asian, Caribbean, African other black, Chinese, any other, not stated.

