



The Mead Infant and Nursery School

Drugs and Alcohol Policy

School name: The Mead Infant and Nursery School

Status & review cycle: Annually

Next review date: Spring 1 25

The Mead Infant and Nursery School Drugs and Alcohol Policy

“ Proud to Belong”

Statement of intent

The Mead Infant and Nursery School takes a zero-tolerance approach to the misuse of drugs and alcohol on our premises. This policy has been developed in conjunction with DfE guidance to ensure that everyone is aware of the risks posed by the misuse of drugs and alcohol.

We are committed to:

- Upholding the Health and Safety Policy already in place at the school
- Providing a safe and healthy environment which is conducive to education
- Providing a robust policy which outlines our zero-tolerance approach to drugs and alcohol misuse
- Educating pupils on the dangers of drug and alcohol misuse at an age appropriate level

1. Context

This policy is developed as part of a whole school ethos to develop healthy children with high self-esteem who are able to take responsibility for their own learning and actions. It links with:

- Health and Safety Policy
- Behaviour Policy
- Anti-Bullying Policy
- Safeguarding and Child Protection Policy
- PSHE Policy which includes Relationship and Health Education
- PSHE Curriculum
- Science Curriculum
- Low level concerns policy
- Managing allegations against staff
- Whistleblowing policy
- Supporting children with Medical Conditions Policy

This policy has due regard to relevant legislation including, but not limited to, the following:

- Children and Families Act 2014
- Education Act 2011
- Health Act 2006

This policy has due regard to relevant guidance including, but not limited to, the following:

- DfE (2022) ‘Keeping children safe in education’

- DfE (2018) 'Mental health and behaviour in schools'

2. Purpose

The purpose of this policy is to:

- Clarify the legal requirements and responsibilities of the school
- Reinforce and safeguard the health and safety of pupils and others who use the school
- Clarify the school's approach to drugs for staff, pupils, Governors, parents/carers and the wider community
- Give guidance on developing, implementing and monitoring the drug education programme
- Enable staff to manage any drug-related incidents on the premises
- Ensure that the response to drug-related incidents complements the approach to drug education and values and ethos of the school
- Provide a basis for evaluating the school drug education programme and management of drug-related incidents
- Reflect the school's approach to health

The drug policy applies to the school and school grounds including pupils, staff, governors, parents/carers, and anyone else visiting the school. It also includes all pupils, staff and volunteers on school trips.

3. Definitions

A drug is defined as a substance that can change the way a human body works, either physiologically or psychologically. This policy encompasses all drugs:

- Alcohol
- Tobacco
- Other legal drugs e.g. caffeine
- Over the counter medicines e.g. paracetamol, cough medicine
- Prescribed medicines e.g. antibiotics
- Volatile substances e.g. aerosols, butane, petrol
- Illegal drugs e.g. cannabis, LSD, ecstasy, heroin

4. Key Roles and Responsibilities

The senior leader responsible for drug-related issues is the **Headteacher**.

The **Governing Body** is responsible for:

- Implementing effective policies and procedures are in place to ensure that pupils are kept safe from alcohol and drugs at school.
- Ensuring that the Drug and Alcohol Policy is maintained and disseminated to all staff.
- Ensuring that pupils experiencing difficulties with alcohol and/or drugs can access the support they need.
- Working with the **Headteacher**, to ensure that the drug and alcohol curriculum addresses the needs of pupils and the local community, and reflects current trends.

The **Headteacher (Designated Safeguarding Lead)** is responsible for:

- The day-to-day management of this policy.
- Providing a safe environment for all staff, pupils and visitors.
- Working with Governors to ensure compliance with relevant legislation.
- Ensuring that staff have the skills to teach and discuss issues relating to drugs and alcohol.
- Ensuring that staff and pupils experiencing difficulties with drugs or alcohol are provided with appropriate internal support and referred to external support agencies as appropriate.
- Accessing appropriate training to enable them to successfully advise the Governing Body, via the Designated Safeguarding Governor, of any issues and developments concerning drugs and alcohol.
- Acting on any concerns arising from pupils' use of drugs and alcohol.
- If appropriate, and where doing so will not place the child at risk, informing parents of any drug and alcohol-related incidents concerning their child.
- Working with outside agencies where relevant
- Informing the police of any drug or alcohol-related incidents, where they deem it appropriate to do so.
- Ensuring a consistent approach to managing drug and alcohol incidents.

All **Staff (both teaching and support staff)** are responsible for:

- Reporting for work, and remaining throughout the day, in a fit and safe condition to undertake their duties.
- Ensuring that their performance and judgement at work is never impaired by alcohol or drugs.

- Understanding how this policy relates to them and their role in drug and alcohol management.
- Attending scheduled training concerning drugs and alcohol, including how to
- spot the signs and symptoms of use and dependency, identifying paraphernalia and how to respond to a drug related incident.

The **Caretaker** is responsible for:

- Regularly checking the school premises for signs of drug and alcohol use and reporting any concerns to the **Headteacher**.
- Adhering to the sharps procedure at all times when handling needles found on school premises.

5. Curriculum

The Mead Infant and Nursery school follows a whole-school approach to the health education of pupils. The overall aim is to give pupils the knowledge, understanding, skills and attitudes to take responsibility for making informed choices about their health both now and later in life, and to emphasise the benefits of a healthy lifestyle. Drug and alcohol education is taught through Science, PSHE and PE curriculums at an age appropriate level. A range of teaching methods will be used to deliver the curriculum including circle time, role play and stories.

Early Years Foundation Stage (Nursery/ Reception)

- Children talk about their own and others' behaviour, and its consequences, and know that some behaviour is unacceptable
- Children know the importance for good health of physical exercise, and a healthy diet, and talk about ways to keep healthy and safe.

Key Stage One (Year 1 and 2)

- Find out about and describe the basic needs of animals, including humans, for survival
- Know that that all household products, including medicines, can be harmful if not used properly

6. Staff Support and Training

Training for drug-related issues will be offered to relevant staff when required and this will be cascaded to other staff.

Staff understanding of county lines is part of ongoing safeguarding training. Any concerns regarding this must be reported to a DSL in line with safeguarding policy procedures

7. In the event of disclosure

If a member of staff has a concern regarding a child or a child makes a disclosure the school's safeguarding procedures must be followed. Please refer to the schools safeguarding policy for further information

8. Assessment and Monitoring

Teacher assessment will include a range of evidence taken from children's work, questioning, quizzes and observations

The **Headteacher** is responsible for overall monitoring of drug education, with feedback from class teachers.

9. The School's Position to Legally Available Substances on Site

Adults suspected of possession or under the influence of illegal drugs, or under the influence of alcohol will be asked requested to leave the premises immediately, failure to do so will result in the police being called to assist. If pupils are involved in drug related incidents, appropriate action will be taken and parents or carers will be contacted.

Tobacco and Vapes

The school operates a no smoking policy at all times throughout the building and the grounds. This policy applies to parents, employees, visitors and pupils.

Alcohol

The head teacher must be consulted and permission obtained before arranging any out of school hours functions or events at which alcohol can be consumed. Alcohol should not be consumed at any function where pupils are present, unless parents are present.

Illegal Drugs

The school will not tolerate the possession or use of illegal drugs anywhere on the school premises by any adults or pupils

Solvents/Chemicals

The school recognises that many ordinary substances lend themselves to misuse and therefore need to be carefully stored and managed.

Correcting fluid is not permitted in school for use by pupils. Teachers should store it safely. Aerosol sprays are not permitted for use in school by pupils.

Aerosols, e.g. spray mount, should be stored in areas where pupils are not permitted without supervision.

It is the responsibility of the caretaker, cleaning and catering staff to store cleaning chemicals and products safely. Chemicals should not be left unattended in the school building. Any substances hazardous to health should be stored, clearly labelled, in locked cupboards inaccessible to pupils as stated in the school's Health and Safety Policy.

The storage of flip chart pens and other equipment which may contain solvents is managed by the teacher ensuring it is kept and used safely.

Medication- over the counter and prescribed medicines

Medicines should only be administered in school when it would be detrimental to the child's health or school attendance not to do so. Where possible, the school will request of parents that medicines should be taken outside school hours in order to minimise disruption to teaching and learning time. This includes anti-biotics that are required to be administered 3 times a day. Only in exceptional circumstances will the school agree to administer medicine where it would be detrimental to the child's health or school attendance not to do so. The school will only accept prescribed medicines that are in-date, labelled, provided in the original container as dispensed by a pharmacist and include instructions for administration, dosage and storage.

Please see the Supporting Children with Medical Conditions policy which sets out further procedures for storage and administration of medicines held for children at school.

10. Responding to Drug Related Incidents

The school acknowledges its pastoral responsibility in this area and seeks to work closely with families and support agencies.

The school will consider each drug incident individually and recognises that a variety of responses will be necessary to deal with incidents.

Families will be dealt with sensitively. The school will consider very carefully the implications of any action it may take, seeking to balance the interests of the pupils involved, the other school members and the local community.

Incidents involving drugs may take the form of emergencies, intoxication, discovery/observation, disclosure, suspicion/hearsay from staff or pupils.

11. Procedures

Medical emergencies

If an individual is unconscious, is having trouble breathing, is seriously confused or disorientated, has taken a harmful toxic substance or is otherwise at immediate risk of immediate harm, medical help will be sought and first aid given if required. The priority will be the pupils' safety.

Hearsay/Rumour

Drug use is often discovered by hearsay. This should be passed on to the Head Teacher/ Deputy Head Teacher who should record the matter as hearsay evidence, thus enabling a record of teacher's concerns to be compiled. Where the hearsay evidence is not supported through further reports or incidents for one school year the evidence will be removed from the records.

Suspicious Behaviour

Behaviour that could indicate involvement with drugs should also be logged so that patterns of behaviour can be observed and concerns acted upon where necessary.

Finding substances

If a substance or equipment thought to be either illegal or harmful is discovered it should be removed to a place of safe keeping in the presence of a witness who is a member of staff. If the substance is known or suspected to be illegal the police must be informed.

If a substance is found on a pupil the above procedure should be followed and the incident recorded including:

- The date and time of the find or retrieval
- The size and appearance of the substance
- The names of those concerned
- The action taken

Any equipment associated with drug misuse should be handled with care, recorded and in the case of such items as needles and syringes they should be placed in a secure and rigid container for collection by the appropriate person. If these are found on a pupil, the pupil's parents should be informed.

Searching

Storage areas within the school grounds are the property of the school, and the Head Teacher, or representative may authorise a search of these if there is reasonable suspicion. This must be carried out in the presence of a witness and the named pupil if this applies.

Staff should not search a pupil's property or person but should try to persuade the pupil to voluntarily produce the substance by asking to turn out pockets, or bags.

Finding Drugs

If children are found in possession of tobacco, alcohol, glue, solvents or prescribed or over the counter medicines, parents will be informed and appropriate steps taken.

Supply of illegal substances

It is an offence to produce or supply any controlled drug on school premises. The police will be involved in such circumstances.

Returning articles which have been confiscated

Articles confiscated and not required by the police must be returned to parents. They will be informed in writing within 24 hours of articles confiscated and an explanation given as to why it is inappropriate to return the article to the child. It will be made clear that there is a time limit of one week for the items to be recovered or they will be disposed of by the school.

Staff

Staff suspected of possession or under the influence of illegal drugs, or under the influence of alcohol will be requested to leave the premises immediately, failure to do so will result in the police being called to assist. The Head teacher will follow the procedures in dealing with allegations or concerns regarding staff as set out in the safeguarding policy. Should the allegation be regarding the headteacher the concern will be raised with the Chair of Governors.

Recording

All incidents will be recorded within 24 hours