

Management of Drugs Related Incident Policy – Kelsey Primary School



Introduction

This policy sets out how Kelsey Primary School will respond to a drugs related incident in school or on a school trip. This includes solvents.

In this context we are referring to any drug / drug related equipment that is found to be in the possession of a child or adult with the **exception** of prescribed medicines (adult) or medicines that a parent has signed consent for (child).

The school has a separate medicine in school policy to cover the above.

Linked Policies

- Medicines in School
- Health and Safety
- Safeguarding

Aims

- To clarify appropriate procedures in the management of drug-related incidents.
- To contribute towards establishing a school environment free from the misuse of any drugs.

To support the schools work in PSHE and science to:

- develop a whole-school approach to drug education in the context of the Science curriculum and the Personal, Social, and Health Education outcomes in which our children will explore attitudes and develop skills in making decisions about drugs
- have a clear and agreed understanding throughout the school community about the implications and possible consequences of drug misuse.

Legal Framework

- Regardless of the reason for possessing them it is almost certain that any individual found to possess drugs or drugs related equipment (Inc. solvents) on the school site or on a school trip / activity will be breaking the law (with the exceptions noted in the introduction).
- The school site is totally none smoking (see school smoking policy).
- Alcohol is not permitted on the school site during normal working hours (see staff handbook)

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Statement of Policy

The school Headteacher is the designated Drugs Action Co-ordinator who will be responsible for co-ordinating the management of drug-related incidents, offering sources of support and liaising with outside agencies.

Responsibility for liaising with the media lies with Lincolnshire County Council Press Office.

Within Personal and Social Education, the role of pupils in supporting each other and responding safely and effectively to emergencies including drug-related incidents is made clear in a manner appropriate to the age and stage of development of each child.

Procedures

Medicines

The school policy and procedures for the administration of medicines is set out in the school medicines policy which must be followed for the safety of all members of our school community whilst on school premises.

Tobacco

The whole school and school grounds are designated No-Smoking areas.

Alcohol

No alcohol will be consumed during the course of a normal school day.

Solvents

The school will ensure that potentially harmful substances are stored safely, and pupils supervised carefully in the event of them having to be used in the course of their work. The use of aerosol deodorants is not permitted because of the potential risks to people with asthma or other bronchial problems.

Illegal Drugs

Illegal drugs or related equipment must never be brought to school or used on school premises.

To protect the health and safety of everyone in the school, regular checks will be made of the site to ensure that, if drug-related equipment and/or litter are found, they are cleared away promptly.

Sanctions of appropriate severity will be applied to the possession, misuse or supply of any of the drugs described above by any member of the school community travelling to and from school, on the school premises or while on school activities, trips and visits.

Response to Specific Incidents

Any member of staff who discovers or suspects that a pupil or adult in school is in possession of drugs on school premises should immediately inform the headteacher (or in their absence) the senior teacher. The headteacher or senior teacher will

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ensure that the procedures as laid out in Lincolnshire County Council's Policy are put into practice. **(Section B16 of the school Administration handbook).**

The same procedure will be followed for any adult.

Any member of staff who wishes a personal copy of the full LCC Policy may have one.

If a pupil is found to be in possession of drugs or drug-related equipment on school premises, the parents/guardians will be informed immediately and will be asked to attend the school as a matter of urgency. In such a case, the school will also involve Lincolnshire Police in line with the authority policy.

Medical attention

If it is discovered (or suspected) that a pupil or adult has taken any drug (other than in the exceptions noted above) an ambulance will immediately be called – even if they appear to be well.

Sanctions, for pupils, up to and including exclusion, will be applied for:

- possession of any drug with the suspected intention to misuse;
- misuse of drugs on school premises;
- Obtaining/supplying drugs for the purposes of misuse by self or others.

Sanctions, for adults, will be determined by the schools governing body in conjunction with LCC, but adults must be in no doubt that the matter will be viewed with extreme seriousness. The police and Lincolnshire County Council will be informed. Where proven (in addition to any action taken by the council or the police):

- for volunteers a ban from the school site is the most likely outcome
- for employed staff it is likely that such actions will constitute gross professional misconduct and would be grounds for dismissal (in addition for teachers the general teaching council will be informed, this could lead to a professional standards hearing which could result in teachers being barred from the profession for a period of time or even permanently).

Note taking

Whether dealing with children or adults detailed written notes must be made immediately, signed and if at all possible should be compiled with two members of staff (with the second member of staff acting as a witness).

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Policy Information:

Date adopted by the governing body: May 2016
Policy Written by: Magnus Smedley (Headteacher)
Policy Review Date: May 2021

Signed:

Chair of governors: _____

Headteacher: _____