



Drugs and Non-Smoking Policy

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Reviewed by: Marilyn Cornwell

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Headteacher	Sign & Date:	C. Bull 07.07.2020
Chair of Governing Board	Sign & Date:	M. Cornwell 07.07.2020



Drugs and Non Smoking Policy 2020

1. Purpose

The Partnership defines a drug as a substance that, when taken into the body, changes the way we feel, the way we perceive things and the way our body works. This definition includes illegal substances and also legal substances such as alcohol, tobacco, solvents, medicines and 'legal highs' which can be harmful to health if used inappropriately.

2. Aims

To enable pupils to develop their knowledge, skills, attitudes and understanding about drugs and to appreciate the benefits of a healthy lifestyle relating this to their own and others' actions.

To help pupils and the wider school community to deal with any drug-related situation by implementing the aims within the drugs education programme.

To condone neither the misuse of drugs by members of the Partnership, nor the illegal supply of these substances. The Partnership will seek to provide appropriate support as determined by the situation.

The Partnership is committed to the health and safety of its members and will take action to safeguard their wellbeing using appropriate resources including external agencies as deemed necessary.

To support the administration of authorised or prescribed medications upon receipt of a completed medical consent, but not to accept responsibility for administration.

The Partnership acknowledges the importance of its pastoral role in the welfare of young people and staff and through the general ethos of the Partnership and the opportunities within the curriculum will support members of the school community in need.

3. Policy Dissemination

Parents will be kept informed about curriculum development including drugs education. The school handbook contains general information about medical matters, health education within PSHE and science. This and all other related policy statements are available within the Partnership on request. The Governing Board is actively involved in developing, monitoring and reviewing of this policy.

4. Local and National Guidance and Support

The following national and local guidance documents have been used to draw up this policy:
'West Berkshire Council: School Drugs Policy and Guidance' (white and green folder) DfE & ACPO
Drug Advice for Schools

5. Related Policies and Procedures

This policy links closely to the following other Partnership policies and procedures:

Behaviour policy

Health and Safety policy

PSHE and curriculum policies

Child protection

Induction policy

Confidentiality policy



6. No Smoking policy

This is a non-smoking Partnership of schools. All persons attending, working or visiting the Partnership will not smoke within the Partnership premises and grounds. At no time will smoking be allowed in the Partnership buildings and no electronic cigarettes are to be smoked on site. We have clear signs displayed to ensure full awareness of this policy. It is not appropriate for persons with supervisory duties to smoke in the presence of children during off site activities.

7. Drugs Coordinator's Role (as part of PSHE)

The Drugs coordinator for the Partnership is the Headteacher. The Headteacher is responsible for leading the Partnership in the development, coordination and review of the drugs policy/programmes as part of the PSHE programme, for managing drug related incidents. Working with the Governing Board the Headteacher will support the annual review of this policy. The Headteacher is responsible for co-ordinating relevant In-service Training Days.

8. Drug Education

Our drugs education is planned according to the age and needs of the pupils. When planning our drug education we establish what our pupils existing knowledge is and use this as our starting point. The pupils are consulted about their views on the drug education they receive through opportunities to evaluate the programme during; Circle time, Pupil/Student council and Individual feedback/evaluation

9. Provision of Drugs Education

Drugs education forms an integral part of our PSHE programme. It includes the requirements of the NC Science Curriculum.

10. Drugs on the Partnership Premises

On special occasions, at the discretion of the Headteacher, alcohol may be authorised on the Partnership premises.

Prescribed drugs for medication may be administered by Partnership staff. Parents or guardians are requested to fill in a medical request form available from the school office before medication can be administered. The medication must be clearly labelled with the child's name and dosage instructions attached. The Partnership is responsible for providing safe and suitable storage of medication.

Key staff and first aiders complete annual "Severe allergic reaction and asthma" carried out by the West Berkshire School Nurses Team. Partnership staff should not apply topical creams or sun block. Where possible medication should be self-administered in the presence of a member of staff or parents/carers can attend the Partnership to administer necessary medication or creams which are not prescribed.

Medical assistance will be offered to all pupils, staff and members of the wider school community who are authorised to be on the Partnership premises, when the need arises.

The Drugs Coordinator will coordinate the management of incidents involving medicines or other drugs in order to protect health and reduce risk.

11. Defining a Drug Related Incident

Drugs or associated paraphernalia found on the partnership premises

A member of the school community found in possession of drugs or associated paraphernalia

A member of the school community thought to be under the influence of drugs



A member of the school community discloses that they (or a family member/friend) are misusing drugs

(The Partnership could be liable to action if it acted on disclosures that didn't directly impact on pupil or staff welfare)

A member of the school community is found to be supplying drugs on the Partnership premises

12. Procedure for Managing a Drug Related Incident (Where child protect or staff welfare issues arise)

If an incident occurs at the Partnership the following procedure applies:

Headteacher, and in their absence either Deputy Head, to assess the risk—ensure no person/persons are at risk of harm—seek help if required

Headteacher, and in their absence either Deputy Head, to manage the incident—confiscate drugs (staff must not search pupils/adults)—consider additional action/ sanctions

Headteacher, and in their absence either Deputy Head, report via Crest—if appropriate contact the police

Headteacher, and in their absence either Deputy Head, review and evaluate.

Reviewed May 2020.

