



## Drugs, Alcohol & Tobacco Policy

Agreed by Governors on; 16/10/2017

Signed by Chair of Governors: Peter Sumpter

A handwritten signature in black ink, appearing to read "P. Sumpter", is written over a horizontal dotted line.

Statutory policy NO

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Document History

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*Safe Happy Learning*

*Education      Co Location      Co operation*

# Delius Special School

## Policy for Drugs, Alcohol and Tobacco Education (DAT)

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/ Dfes 2004 (TBC))

This policy takes full account of the school's legal obligations and the latest DfES guidance

This policy will be consulted upon with staff, school nursing team, local health education advisors and health promotion specialists and is based on a framework produced by a countywide multi-disciplinary group. The new lead for PHSCE will lead on this policy.

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 Delius Special School we aim to nurture a climate where pupils develop confidence and resilience ;independence, be able to make their own choices ,and have a desire to learn to be safe from harm. Through the curriculum we aim to promote the moral, spiritual, cultural, moral ,mental and physical development of 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 individual needs of our pupils. We recognise that regular medication may be a feature of life for some of our pupils and therefore, though drugs may not always be harmful, all still 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:

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

The named School Drugs Co-ordinators for our school are TBC and Liz Shields.

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
- Initiate a review of this policy.

## 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 mature) are to:

- Increase the knowledge and understanding of drugs, their use and dangers, the law and local and national agencies
- Explore a range of attitudes and challenge stereotypes
- Develop a range of skills to enable our pupils to make their own informed decisions (wherever possible) about drugs.

Such skills include assessing and avoiding risks, communicating with others, assertiveness, knowing how to ask for help, helping others, first aid etc.

#### *Aims and Purpose ( within the abilities of our pupils)*

*The aims of drug education are to:*

##### *1. Increase children's understanding and clarify their misconceptions about;*

- *The short and long term risks of drugs*
- *The rules and laws relating to drugs*
- *The impact of drugs on individuals, families and communities*
- *The prevalence and acceptability of drug use among peers*
- *The complex, moral, social, emotional and political issues surrounding drugs*

##### *2. Develop children's personal and social skills to make informed decisions and keep themselves*

*safe and healthy, including:*

- *Assessing, avoiding and managing risk*
- *Communicating effectively*
- *Resisting pressures*
- *Finding information, help and advice*
- *Devising problem solving and coping strategies*

· *Developing self awareness and self esteem*

*3. Enabling children and young people to explore their own and other's attitudes towards drugs, drug use and drug users, including challenging stereotypes and exploring media and other influences*

## Organisation and Content

Drugs, alcohol and tobacco education is taught within the context of the requirements of the Science Curriculum and also within the context of PHSE and Citizenship provision.

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

- Take as much responsibility as possible 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 pupils to follow a progressive programme for drugs, alcohol and tobacco education

Effective drug education is taught in the following ways:

- An assessment of pupil's current level of language and understanding is undertaken prior to drug education lessons
  - As part of the spiral programme of personal, social, moral and health education it will build on concepts that the children and young people already know and understand. It will link with work on safety, relationships and communication skills
  - It will use language appropriate to their age, readiness, culture, ethnicity and vulnerability
  - It will be relevant to the backgrounds, cultures, ethnicity and needs of children
  - It will focus on relevant situations and subsequent emotions that influence choice, thinking skills, especially risk assessment and problem solving and interpersonal skills, particularly assertiveness
  - It will offer accurate, credible sources of information, rather than sensationalised information
  - It will ensure that all children, regardless of background and attainment, can equally access the programmes of work
- Videos and hands on resources from the Healthy Schools team and member agencies of the Healthy Schools Alliance

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

School Council meetings

- Health Weeks
- Focus Days (e.g. Children in Need)
- Theatre in Education visits
  - Nursing team activities

Ground rules and distancing techniques could include:

- No one (teacher or pupil) should be expected to answer a personal question
- No one will be forced to take part in the conversation
- Only correct terminology will be used
- Meanings of words will be explained in a sensible and factual way

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

- Leaders of Learning
- Other specified visitors or agencies

Sensitive issues will be discussed in staff meetings (as appropriate) to provide ways to support staff delivering DAT curriculum. DAT involves consideration of a number of sensitive issues about which different people may hold strong and varying views. The school's approach to DAT will be balanced and take account of, and be sensitive to, different viewpoints but will not be based on personal bias. We shall endeavour to have an approach that is educational, rather than one based on propaganda.

### 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:

- Signing, symbols and other activities for children with communication disabilities
- 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 vary but will include active learning opportunities to foster pupil participation (drama/role play).

Teaching resources are chosen for their appropriate content.

Help is delivered to understand acceptable behaviour and to develop the confidence and skills to resist inappropriate 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 that may arise from 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

### *Confidentiality Policy*

*Secrecy can never be promised to a pupil, though information given in confidence will not generally be disclosed to anyone else. It may be appropriate to refer a pupil to an outside agency or a school Named Person for Child Protection. The following statement may be of use when talking to a pupil:*

*We listen to what you have to say and won't tell other people, but if we think that you or any other young person are at risk of harm, then we may need to discuss this with others to get the help you need – wherever possible with your knowledge.*

### 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/learning walks
- Lesson plan and evaluation monitoring
- Gathering evidence of learning opportunities and changes in pupils' knowledge,

The school Drugs Co-ordinator addresses the training needs of the staff and the Continuous Professional Development Coordinator 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 leader of learning 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 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 securely and managed by staff or by pupils with supervision as specified

#### ii) Legal Drugs

Pupils are not permitted to be in possession of or use alcohol, tobacco, matches, Lighters, volatile substances, sniffable products 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.

#### iii) Tobacco

Smoking is not allowed on the school premises both within the school building or anywhere on the school campus, including entrances . The No-Smoking Policy applies to everyone.

#### iv) Alcohol

Alcoholic drinks may be permitted on the school premises (with the permission of the Head Teacher and Governors) during social events . Non-alcoholic drinks will always be available during such events. Alcoholic drinks are not permitted in normal school hours, activities, on educational or residential visits.

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#### 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, including the consideration of making a child protection referral or CAF referral. Careful investigation will be made and records made and kept in the Headteacher's office.

Rumours or suspicions will also be promptly investigated.

## Response to drug related incidents

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 is available of names staff qualified in First Aid and they will be given first aid if required. Enquiries will be made to find out

what drug is involved, its source and whether any other pupils are involved. The priority will be pupils' safety.

If any pupil or adult on the school premises is found in possession of an unauthorised drug, regardless of which, it will be confiscated. The head teacher, a named person and the drug coordinator must be informed and will take the lead in deciding how to respond further. Child Protection record will be checked. Each situation will be judged carefully. If the drug is suspected to be illegal, the school will contact the relevant police officer who will discuss the situation. A record will be kept. The range of sanctions for rule breaking will be similar to those for other transgressions depending on the nature and gravity of the offence.

## **Equal Opportunities**

Children may have varying needs regarding DAT depending on their circumstances and background. The school strongly believes that all pupils should have access to DAT that is relevant to their particular needs. To achieve this the school will take into account:

Gender and age

Ethnic and cultural diversity

Varying home backgrounds

Sexuality

Special Educational Needs and disability

This policy links closely with the equal opportunities policy, the bullying policy and the LA guidelines on child protection. We intend to meet individual needs to enable them to achieve academically and in their personal relationships.

## ***School Visits and Residential***

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.

Parental wishes 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

## ***Training***

*Opportunities for all staff for further training in the delivery of drug, alcohol and tobacco education will be sought and accepted wherever circumstances permit.*

*The PCSHE coordinator will be responsible for organising the training of staff delivery of DAT. All staff will be issued with guidance for the delivery of the programme.*

*Resources will be provided by the PCSHE coordinator and will be monitored by them for suitability.*

*Advice and support will be sought from the school nurse, Named People for Child Protection and others as applicable.*

*Parents can request to view resources and be given a time to view them. They will also be provided with information on how to access support if required.*