



Giffard Park Primary School

DRUGS POLICY

1. Introduction

- 1.1 In September 2012 the DfE updated its guidance to schools about drugs. This policy reflects that guidance. It also accords with advice in the Healthy Schools Programme and guidance from the Local Authority.
- 1.2 Governors recognise that it is possible for the school's policies to become outdated with respect to guidance, etc. issued by government or the local authority. Where such differences are identified preference will be given to the position of the higher authority, and the school's policy will be revised accordingly.

2. Aims

- 2.1 The aims of this policy are to:
 - clarify the school's approach to drugs, for staff, pupils, governors, parents or carers, and to clarify the legal requirements and responsibilities;
 - give guidance to staff on the school's drugs education programme;
 - safeguard the health and safety of pupils and staff in our schools;
 - provide accurate information about drugs, including medicines;
 - increase understanding of possible consequences of drug use and misuse;
 - enable staff to manage drug-related incidents properly.

3. Terminology

- 3.1 The term 'drugs' is used throughout this policy to refer to *all* drugs:
 - all *illegal* drugs (those controlled by the Misuse of Drugs Act, 1971);
 - all *legal* drugs, including alcohol and tobacco, and also volatile substances (those giving off a gas or vapour which can be inhaled);
 - all medicines, whether over-the-counter or on prescription.

4. Responsibilities

- 4.1 The Headteacher will:
 - ensure that staff and parents are informed about this drugs policy;
 - ensure that the policy is implemented effectively;
 - manage any drug-related incidents;
 - ensure that staff are given sufficient training, so that they can teach effectively about drugs, and handle any difficult issues with sensitivity;
 - liaise with external agencies regarding the school drugs education programme;
 - monitor the policy on a day-to-day basis, and report to governors, when requested, on the effectiveness of the policy.
- 4.2 The Governing Body will:
 - support the Headteacher in following its guidelines on drugs education;
 - where guidelines have been followed, support the Headteacher in any case conferences, or in appeals against exclusions.

5. Objectives of drugs education

5.1 Drugs education should enable pupils to develop their knowledge, attitudes and understanding about drugs, and to appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions. It should:

- build on knowledge and understanding;
- provide accurate information, and clear up misunderstandings;
- explore attitudes and values, and examine the risks and consequences of actions relating to drugs;
- develop pupils' interpersonal skills, their understanding of rules and laws, and their self-awareness and self-esteem;
- ensure that all children are taught about drugs in a consistent manner, following guidelines that have been agreed by parents, governors and staff.

6. Drugs at school

6.1 Where parents are unable to administer prescribed medication themselves, they will bring the medication to school in a secure, labelled container with the prescription note, stating the child's name and dosage attached. Records will be kept of all medication received and given. Such records need to be countersigned by a second member of staff following administration. The medicine remains the responsibility of the parent and not the teacher. Emergency medication may be stored securely in the classroom (for anaphylaxis or asthma); other drugs will be stored securely in the medical room or in a fridge (see Managing and Administering Medication in School Policy).

6.2 Solvents and other hazardous chemicals must be stored securely, to prevent inappropriate access, or use by pupils. Teachers must be cautious with older, solvent-based correction fluid, with aerosols, with glues and with board-cleaning fluids.

6.3 Smoking is not permitted anywhere within the school or on the school grounds

6.4 Alcohol to be consumed at community or parents' events will be stored securely beforehand. To sell alcohol a Temporary Event Notice must be submitted to Milton Keynes Council in accordance with the Licensing Act 2003.

7. Drugs incidents

7.1 First aid will be promptly administered to any child found to be suffering from the effects of alcohol or other substances. The emergency services are to be notified. Parents are to be informed immediately, and may be asked to take their child home to recover.

7.2 Pupils suspected of being intoxicated from inhaling a volatile substance will be kept calm; and the Designated Safeguarding Lead will contact the MASH to report the incident.

7.3 Any drug suspected of being illegal will be confiscated and stored securely, awaiting appropriate disposal; these precautions must be witnessed and recorded.

7.4 Legal but unauthorised drugs or medicines will also be confiscated, and will be returned to parents; the school may arrange for the safe disposal of volatile substances.

- 7.5 Where a pupil is suspected of concealing an unauthorised drug, staff are not permitted to carry out a personal search, but may search pupils' bags, trays etc.
- 7.6 The Headteacher will decide if the police need to be called or whether the school will manage the incident internally.
- 7.7 A full record will be made of any incident.
- 7.8 The Headteacher will conduct an investigation into the nature and seriousness of any incident, in order to determine an appropriate response. This may include fixed-term or permanent exclusion.

8. The role of parents

- 8.1 The school is well aware that the primary role in children's drugs education lies with parents. We wish to build a positive and supporting relationship with the parents of our pupils, through mutual understanding, trust and cooperation. To promote this objective we will:
- answer any questions parents may have about the drugs education their child receives in school;
 - take seriously any issue which parents raise with teachers or governors about this policy, or about arrangements for drugs education in the school.
- 8.2 When an incident concerning unauthorised drugs has occurred in school, and a pupil is involved, we will inform the parents, and explain how we intend to respond to the incident.
- 8.3 Children of drug using parents are identified as an at risk group. However, drug use by parents does not in itself indicate child neglect or abuse. Where the school becomes aware of family drug use, it is advisable to contact an appropriate agency for advice prior to any action. Issues of confidentiality should be carefully considered.
- 8.4 Staff will be cautious about discharging a pupil to the care of an intoxicated parent, The incident will be referred immediately to the Safeguarding Officer and the Headteacher who will decide on appropriate action. The focus will be the pupil's welfare and safety. Where the behaviour of an intoxicated parent repeatedly places a child at risk, or the parent or carer becomes abusive or violent, staff should consider whether the circumstances of the case are serious enough to invoke child protection procedures, and possibly the involvement of the police.

9. Confidentiality

- 9.1 Pupils need to be able to talk in confidence to staff without fear of being judged or told off. The welfare of children will be central to our policy and practice; however, staff cannot promise total confidentiality in order to seek specialist help if needed. This is made clear to pupils through the PSHE programme and curriculum areas. Information about a pupil in relation to drugs will follow the same procedure as for other sensitive information. If teachers have any concerns about the welfare of pupils they must inform the Headteacher or DSL.

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