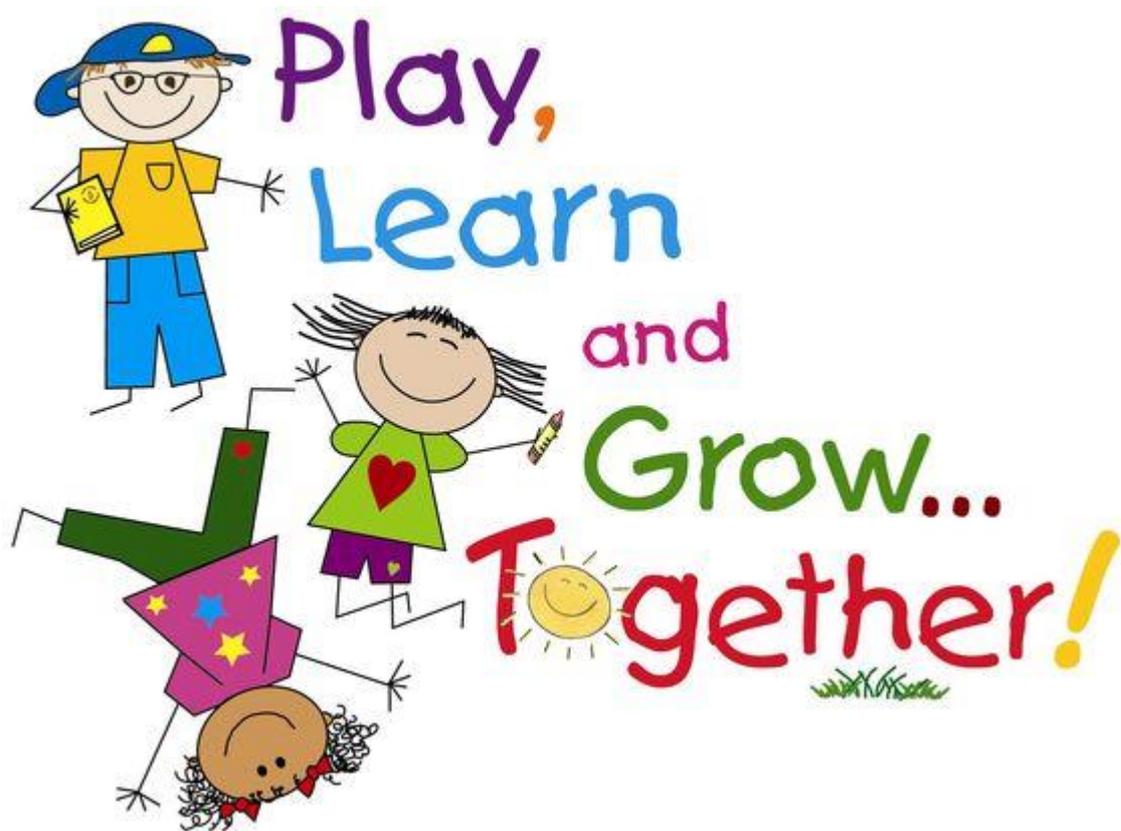


ST. Patrick's Primary School, Loughguile



Drugs Education Policy

Reviewed and updated 2017/2018

Introduction

- Rationale
- Definitions
- Ethos
- Policy Aims
- Programme Aims

Development and Implementation

- Roles and Responsibilities
- Training and Information
- Drug Education Programme
- Procedures for dealing with drug-related incidents
- Monitoring and Evaluation
- Communication and Dissemination of policy
- A range of disciplinary measures
- Confidentiality
- □Procedures for using outside agencies in school
- Emergency First Aid procedures in the event of substance abuse.

- *Guidance for confiscation and storage of harmful and/or hazardous substances*
- *Appendices*

Ethos

We, as a whole school, will attempt to promote the all round development and self-esteem of our pupils within a caring community. The school is committed to encouraging all pupils to develop their full potential in a supportive environment. Our ethos is founded on the principle that all pupils have a sense of value and self-respect. The Health and Safety of all pupils and staff are paramount. Through the general ethos of the school, we seek to encourage and develop young people's learning and ensure support appropriate to their needs is provided.

We recognize that drug misuse has an impact on all communities in Northern Ireland, crossing gender, social and cultural backgrounds. The main aim of our Drugs Education Policy is to acquire and develop skills, knowledge and understanding in how to avoid or experiment with drugs.

Rationale

For the purpose of this document the term 'drugs' includes tobacco, alcohol, over-the-counter and prescribed medication, volatile substances and controlled drugs. This school does not condone the misuse of drugs but recognises that there has been a considerable increase in the abuse of drugs in recent years in Northern Ireland. Drug misuse appears to be affecting an ever-younger population and the so-called "recreational" use of drugs can lead to a dangerous acceptance of illegal and harmful drug misuse as part of everyday life. Children are finding out about drugs and alcohol through the media, magazines and older children.

We believe that this school has a vital preventative role to play in combating the misuse of drugs by young people and we therefore include a drugs education programme in our curriculum.

This school sees its role as that of a caring community committed to the physical, mental, social, emotional, moral and spiritual health, safety and well being of our pupils and staff.

We want our pupils to make informed and responsible decisions about drugs by increasing their knowledge and by developing in them appropriate values, attitudes and skills. However, we recognise that drug misuse is a whole-community issue and that schools alone cannot solve the drugs problem; the school is only one of a number of groups and agencies

which must play a part in the education of young people and we make use of their expertise where possible in the delivery of the programme.

Copies of the guidance on which this policy is based (Drugs: Guidance for schools in Northern Ireland) are available from the Department of Education website www.deni.gov.uk (Circular 2004/09) and (Circular 2015/23)

Definitions

For the purpose of this document and in line with the guidance issued to all schools by the Department of Education (2004/09) **drugs will include any substance which, when taken, has the effect of altering the way the body works or the way a person behaves, feels, sees or thinks.**

As well as everyday substances such as tea and coffee, drugs include:

- alcohol and tobacco;
- "over-the-counter" medicines, such as paracetamol;
- prescribed drugs, such as antibiotics, tranquillisers, inhalers and Ritalin;
- illicit drugs- volatile substances, such as correcting fluids/thinners, gas lighter fuel, aerosols, glues and petrol;
- illegal drugs- controlled drugs, such as cannabis, LSD, Ecstasy, amphetamine sulphate (speed), magic mushrooms, heroin and cocaine; and
- other substances such as amyl/butyl nitrite ('poppers')

Policy Aims

- To have a clear and agreed understanding among everyone in the school community about the implications and possible consequences of drug use/misuse.
- To provide all staff (teaching and non-teaching) with adequate training and support to enable them to deal effectively and confidently with incidents of suspected drug misuse, and to ensure that the agreed procedures are consistently and sensitively applied in all situations.

- To empower teaching staff through appropriate training and support to develop and deliver an effective drug education programme.
- To provide appropriate support and assistance for those pupils affected by drug-related issues.
- To inform parents of the content of this policy and the procedures to be implemented in the management of incidents of suspected drug misuse.
- To establish an environment in which the school is free from the misuse of all drugs.

Programme Aims

- To provide a drug education programme which
 - Provides a clear statement reflecting the school's views on drug education
 - develops pupils' self esteem and promotes positive attitudes in their relationships with others;
 - gives pupils opportunities to develop the values, skills, knowledge and understanding necessary to make informed and responsible decisions about the use/misuse of drugs including tobacco, alcohol and volatile substances, within the context of a healthy lifestyle; and
 - helps pupils develop the skills necessary to assert themselves confidently and resist negative pressures and influences.
 - Ensures consistency of approach by all adults in our school and awareness of procedures to deal with a drug related incident
 - To safeguard good practice for future generations
 - To provide a working partnership between home, school and community

Roles and Responsibilities

Pupils

- Be aware of and adhere to school rules in relation to drug use/misuse, including tobacco, alcohol, over-the-counter and prescribed medication, volatile substances and controlled drugs.

Parents/Guardians

- Support the school in the development and implementation of this policy, including the school's procedures for handling incidents of suspected drug misuse and the drug education programme.
- Support your son/daughter if they have become involved with drugs.

All staff (teaching and non-teaching)

- Be alert to the possibility of drug use/misuse.
- Be familiar with the school's procedures in the handling of suspected drug-related incidents.
- It is not the responsibility of the individual staff member to investigate the circumstances surrounding an incident, however he/she should deal with any emergency procedures if necessary.
- Any information, substance or paraphernalia received should be forwarded to the designated teacher for drugs who may have to take immediate action.

Teachers delivering the Drug Education programme

In addition to the above:

- Deliver the school's drug education programme and promote a positive attitude towards personal health and well-being
- Inform pupils of the effects of drug use and abuse
- Develop skills of decision making, problem solving, retrieving and analyzing information with a view to managing the pressures which they may be in or might find themselves in
- Try to create an atmosphere in the classroom in which pupils can freely contribute to discussion, safe in the knowledge that the comments, ideas and feelings of the group are valued.
- Support pupils in their class if necessary.
- Liaise with the designated teacher for drugs regarding any aspect of the programme/policy, as necessary.

- To encourage a healthy and critical respect for all substances taken into the body
- To empower pupils to take responsibility for their own health and safety

The Designated Teacher for Drugs (Name: Patricia Marshall)

- Ensure that all staff and parents are aware of and have access to a copy of the policy.
- Have oversight and co-ordination of the planning of curricular provision in compliance with the statutory requirements including periodic update and review of the policy.
- Liaise with other staff responsible for pastoral care in co-ordinating the delivery of the drug education programme.
- Be responsible for co-ordinating the school's procedures for dealing with incidents of suspected drug misuse.
- Co-ordinate training and induction of all staff in the procedures for dealing with incidents of suspected drug misuse.
- Determine the circumstances surrounding any suspected drug-related incident.
- Complete a suspected incident report form and forward to the Principal.
- Ensure the engagement and active participation of parents in all aspects of drug education.
- Act as the point of contact for outside agencies working with the school.

The Principal

- Ensure that members of the Board of Governors have been consulted on and ratified the policy.

In the case of incidents of suspected drug misuse:

- Ensure the welfare and well being of the pupil(s) involved in the incident and the rest of the school community.
- Ensure that the following people are informed (where relevant):
 - * Parents/guardians
 - * PSNI - contact the local PSNI station and they will advise on who is the most appropriate officer to send
 - * Board of Governors
 - * Designated Officer in NEELB
 - * Members of staff
 - * Other pupils and parents informed within the confines of confidentiality

- Agree, in consultation with the Board of Governors, appropriate pastoral and disciplinary responses in relation to the incident, including counselling services/support.
- Retain written records of the incident and ensure a copy of the report is submitted to Board of Governors and NEELB/CCMS as appropriate.
- Review procedures and amend as appropriate.

The Board of Governors

- Examine and approve the completed policy and education programme, prior to their implementation in the school.
- Ensure the policy is publicised in the school prospectus and that it is reviewed at regular intervals.
- Be fully aware of and adequately trained to deal with suspected incidents of drug misuse, including tobacco and alcohol, and their appropriate disciplinary response.
- Agree in consultation with the principal appropriate pastoral and disciplinary responses in relation to suspected drug related incidents.
- Designate a Governor to work with the Principal and designated teacher for drugs in relation to drug-related incidents.

The Caretaker

- Be vigilant around and conduct regular checks of the school grounds for drug-related paraphernalia, and inform the designated teacher for drugs as appropriate.
- Ensure the safe storage, handling and disposal of potentially harmful substances such as solvents and cleaning fluids.

Training and Information

All staff (teaching and non-teaching) and Governors will be provided with training to support the full implementation of this policy including the delivery of the drug education programme. Training should take place approximately every two years covering drugs awareness, statutory requirements and active learning. This training will be facilitated by the NEELB. Non-teaching staff will be up-dated regularly on all policies relating to Pastoral Care and Drugs Education. Parents will be shown a copy of the policy and asked to make a comment or recommendation.

The Drug Education Programme

The drug education programme in this school is just one part of the whole school response to drug use/misuse. The programme provides opportunities for pupils to:

- acquire knowledge and understanding in relation to drug use/misuse;
- identify values and attitudes in relation to drug use/misuse;
- develop skills to enable them to consider the effects of drugs on themselves and others; and
- make informed and responsible choices within the context of a healthy lifestyle.
- An overview of the programme and associated resources is contained in the appendix as well as a checklist for outside agencies involved in the delivery of the programme.

Procedures for dealing with suspected drug related incidents

Fundamental to dealing with incidents of suspected drug misuse is the principle of '*in loco parentis*', and the school will always take the steps that would reasonably be expected of any parent to safeguard the well being and safety of all the pupils in their charge.

- In situations where pupils have been found to be in possession of or under the influence of illicit or illegal substances the school will investigate the situation and all cases will must be considered before suspension is affected. Eventual expulsion may occur in the light of the incident/s after the case has been considered by the CCMS. Every incident should be dealt with on its own merit (P34 CCEA drugs: guidance for schools 2004.)
- Teachers have the right to search school property but not the child or his personal property. The child may consent to emptying pockets, bags etc. However, if a child refuses to cooperate, the PSNI should be contacted.
- Ensure the safety of the individual pupil involved, of other pupils, yourself and other staff. Get help immediately from another adult and remain with the child. Alert the Vice Principal and Principal immediately. Assess the situation, to see if this is a life threatening situation or not.

- **In an emergency follow these steps:**
 - Contact an ambulance.
 - Put the person under the influence of drugs in the recovery position.
 - Ensure all airways are cleared.
 - Remove any other bystanders from the immediate vicinity.

In all Cases:

- Carefully gather up all drugs or paraphernalia/evidence lying around and keep safely.
- Ascertain which substance/drugs have been taken and how much.
- Secure all drugs and paraphernalia and give to the Designated Teacher/Principal immediately, and lock them away safely in the office.
- Children will be detained in school but every effort will be made to ensure an environment and atmosphere of calm is preserved.
- When dealing with a drugs related incident where a child is looking for help, staff should be aware that confidentiality **cannot** be guaranteed. This must also be made clear to any visitors to the school.
- The co-ordinator will ensure that a comprehensive programme of study is being taught. She will liaise with other bodies (NEELB, PSNI etc.) and will ensure that the message they present is consistent with school policy.
- The school expects parental support and co-operation in any action taken in support of basic school aims outlined within the policy. The drugs policy is available upon request from the office. Where sensitive issues are being addressed, the school will inform parents/guardians. The school expects parents to work together with the school in any measures deemed necessary.

The school will at all times give careful consideration as to how any information relating to an incident of suspected/confirmed drug use/misuse is communicated to staff, pupils and parents/guardians.

The parents/guardians of the pupil(s) directly involved in an incident of suspected drug use/misuse will be informed of the incident recognising that the future of a child or adult can be adversely affected. Discretion is of paramount importance in drug related incidents and subsequent outcomes.

Dealing with the Media

If the school receives an enquiry from the media the caller will only be referred to the principal or, in the absence of the principal, a designated nominee. The principal should give a pre-prepared statement of a positive nature referring to the correct implementation of the school's policy and that all appropriate groups have been kept informed. The principal should answer no questions at all.

When responding to the media the privacy of the pupil(s), his/her family and/or any staff members will be respected at all times.

Monitoring and evaluation

The school will ensure that procedures are put in place to monitor and evaluate the effectiveness of all aspects of this policy. Information will be regularly collected from pupils and staff as part of the monitoring process, and this will then be evaluated against the aims and objectives of the policy at appropriate intervals.

- The Drugs Education Programme, within the school, will be monitored and evaluated regularly. This will involve feedback from parents and teachers.
- A variety of methods and evaluation tools will be used, depending on the issue and the year group, for example, questionnaire, evaluation sheet, anecdotal evidence, record of work retained etc. When appropriate, questionnaires for pupils, staff and parents/guardians will be used to inform future planning.
- The policy will be evaluated at the end of each school year.
- The coordinator for Drug Education will be responsible for monitoring/evaluating.
- The implications of the review are that opinions have to be considered and taken on board and thereby, may result in the modification of the Drug Education Programme.
- The Drugs Education Policy links to other policies within the school such as the Pastoral Care Policy and the policy for the correct administration of prescribed medication.

Communication and Dissemination of Policy

A copy of the Drugs Education Policy will be made available upon request from the school office.

□ **Procedures for using outside agencies in school** (see pages 24 & 25 of CCEA guidance) A checklist is contained in the appendix.

Guidelines on administration of medication in school

- The school has a separate policy for the administration of medication which must be adhered to.

Appendices

- Drug Education programme
- Flowcharts for procedures
- Pupil and staff evaluation sheets
- Form for reporting suspected drug related incidents

Policy ratified on _____ (Date)

Signed _____ Chairperson of Board of
Governors

Signed _____ Principal

Drug Education Programme - Primary 1

"My senses" - talk about tasting, smelling,
Touching: safe/not safe

W.A.U.

- Keeping safe, e.g. never eat things you are unsure of (berries, leaves etc)
- Never take or eat anything strangers offer you
- Never share lip balms, lipsticks etc
- Never touch anything outside that looks different/dangerous

P.D.M.U. LLT Unit 3

- Safe tasting
- Safe people
- Using medicines
- Explore things we put on our skin, safe/not safe

(Lots of incidental occasions as the subject arises - about personal safety)

Drug Education Programme - Primary 2

Term 1

- Healthy Eating and the importance of looking after our bodies.
- Stranger safety - never take anything from a stranger, it may be dangerous.

Term 2

- Hospital corner in Play - discuss the importance of never taking tablets or medicines which are not ours and never by ourselves - only when parents give them to us. Discuss storage at home and why bottles etc are so difficult to open - dangers of these.
- Spring cleaning - dangers of cleaning agents and storage.

Drug Education Programme - Primary 3

(Taken from P.D.M.U. Box - "Take Care, Be Safe")

- Recognise what a medicine looks like, i.e. tablets, syrup, bottles, inhalers, ointments and creams.
- Decide if they are good or bad.
- Talk about safe storage of medicines - why necessary?
- First Aid Box
- Only allowed to take medicine from parents, nurse or doctor or safe adult.
- Safety: Never play with medicines, Keep out of reach from younger children, Never touch, taste or take anything yourself.
- Look at medicine labels and write one.

Drug Education Programme - Primary 4

Living, Learning Together

Strand 1: Personal Understanding and Health

Unit 3: Growing Means Changing

The main themes of this unit are:

- Exploring the work done by important parts of our bodies and the need to keep them fit and healthy.
- How something which is good or ok, can be harmful when taken in excess.
- Finding out how to make responsible choices and decisions, and facing up to increased responsibilities.

Drug Education Programme - Primary 5

Living, Learning Together.

Strand 1: Personal Understanding and Health.

Unit 3: Stay Safe and Healthy.

Smoking: Make responsible and informed decisions based on accurate information.

Drinking: Clarifying the effects of drinking alcohol

Drug Education Programme - Primary 6

R.E. Alive O

- God nourishes us - lungs, keep them healthy
- Jesus in the wilderness and the Prodigal son
- Peer Pressure- smoking/alcohol/drugs

W.A.U. Healthy Lifestyle

- Lungs - dangers of smoking/alcohol/drugs
- Heart - dangers of smoking/alcohol/drugs
- A good diet

P.D.M.U.

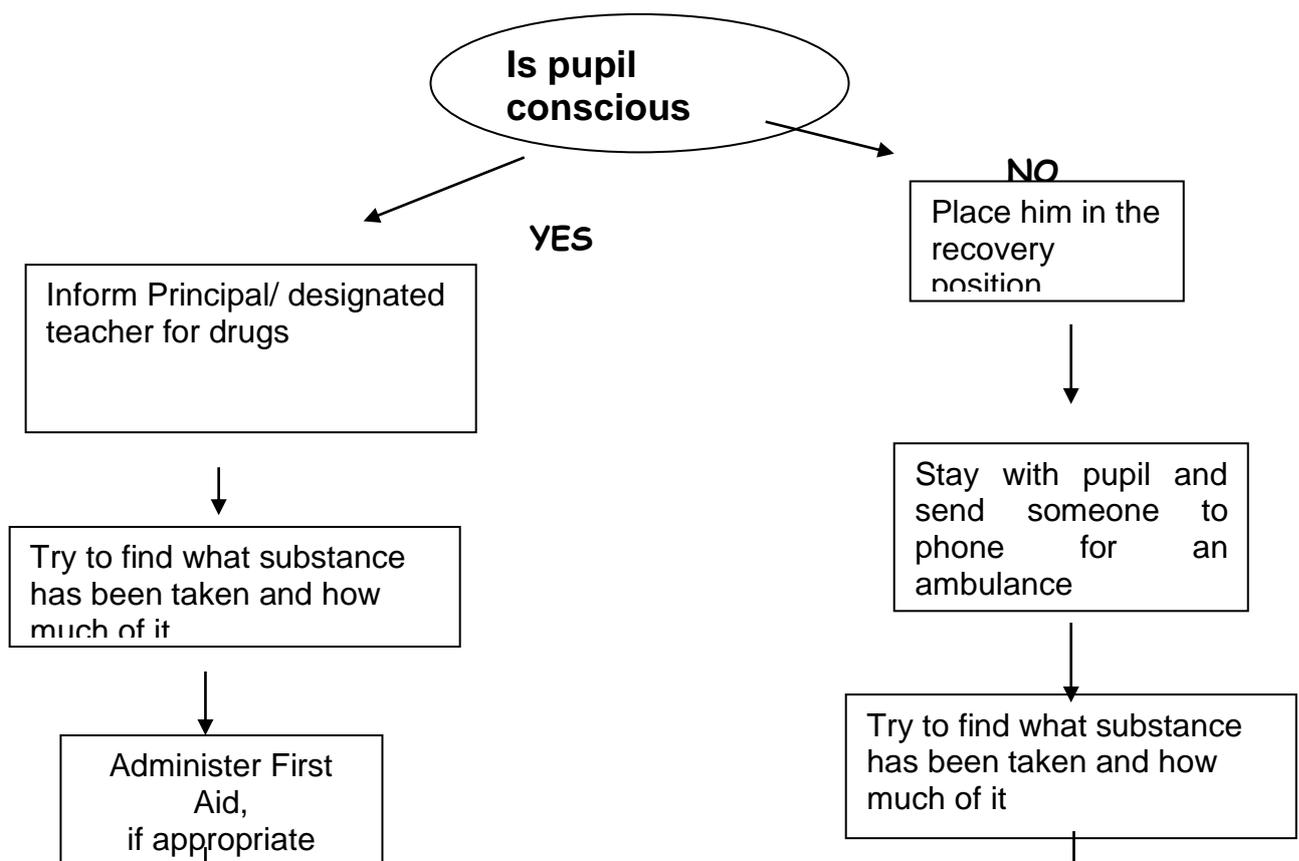
- Smoking - children explore the effects of smoking. Don't make it a habit - the options and consequences of choice are explored
- Alcohol - issues and public images around alcohol are clarified
- Drugs - look at the safe use of medical drugs

Drug Education Programme - Primary 7

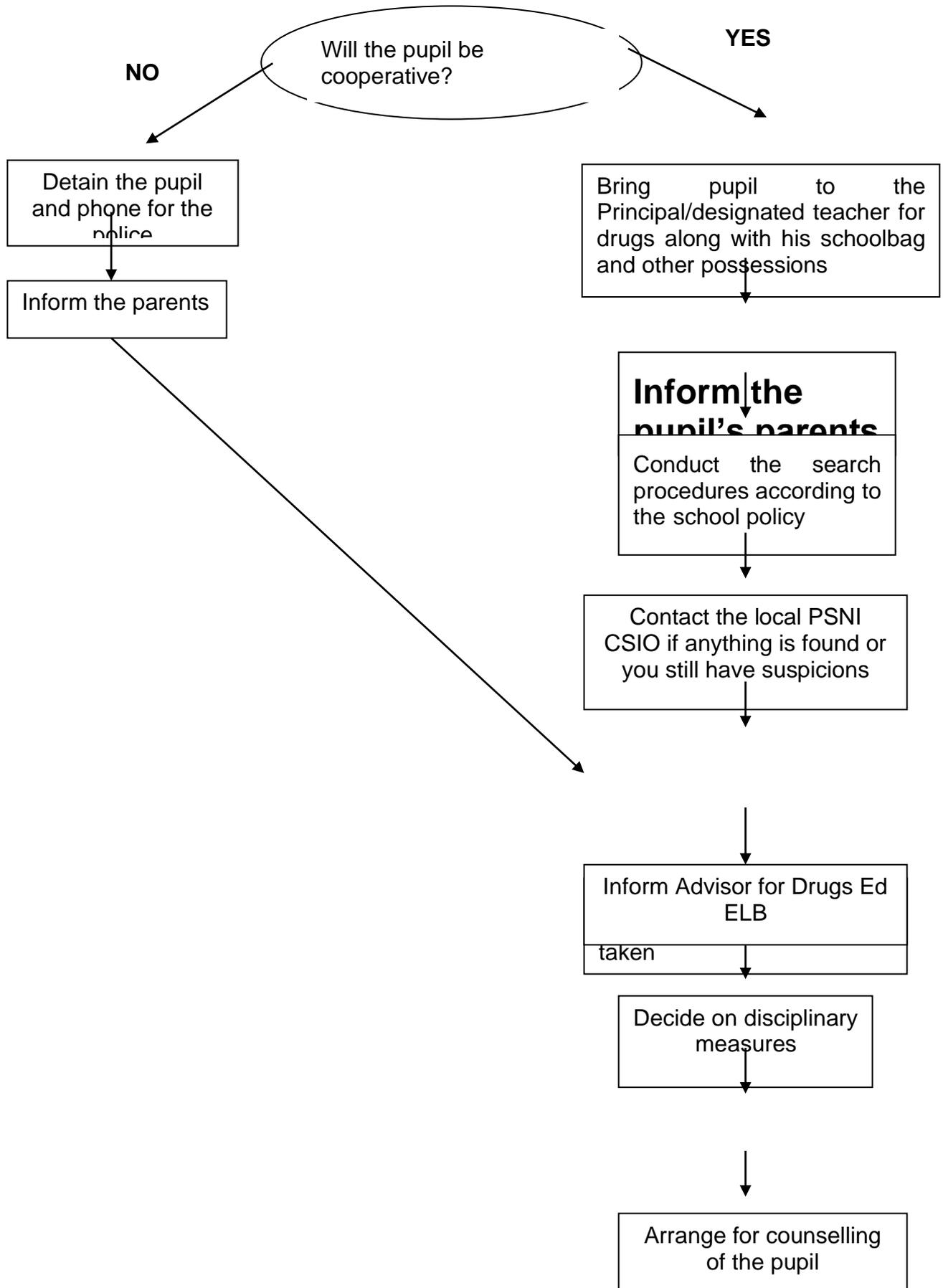
PDMU

1. Alcohol - how we see it. What we already know about alcohol is determined and new, factual information is sought.
2. Alcoholism - who pays the price? How addiction affects family members is investigated.
3. Second - hand smoke - positive, healthy attitudes towards a smoke-free environment are developed.
4. What is a drug? Accurate knowledge about drugs is provided to ensure clearer decision making. Explore samples and names of illicit drugs.
5. Hazards - The dangers associated with legal and illegal substances and ways to minimize their use is explored.
6. Healthy choices and decisions - Thinking skills for handling specific situations are developed.

Pupil suspected of having taken drugs in school

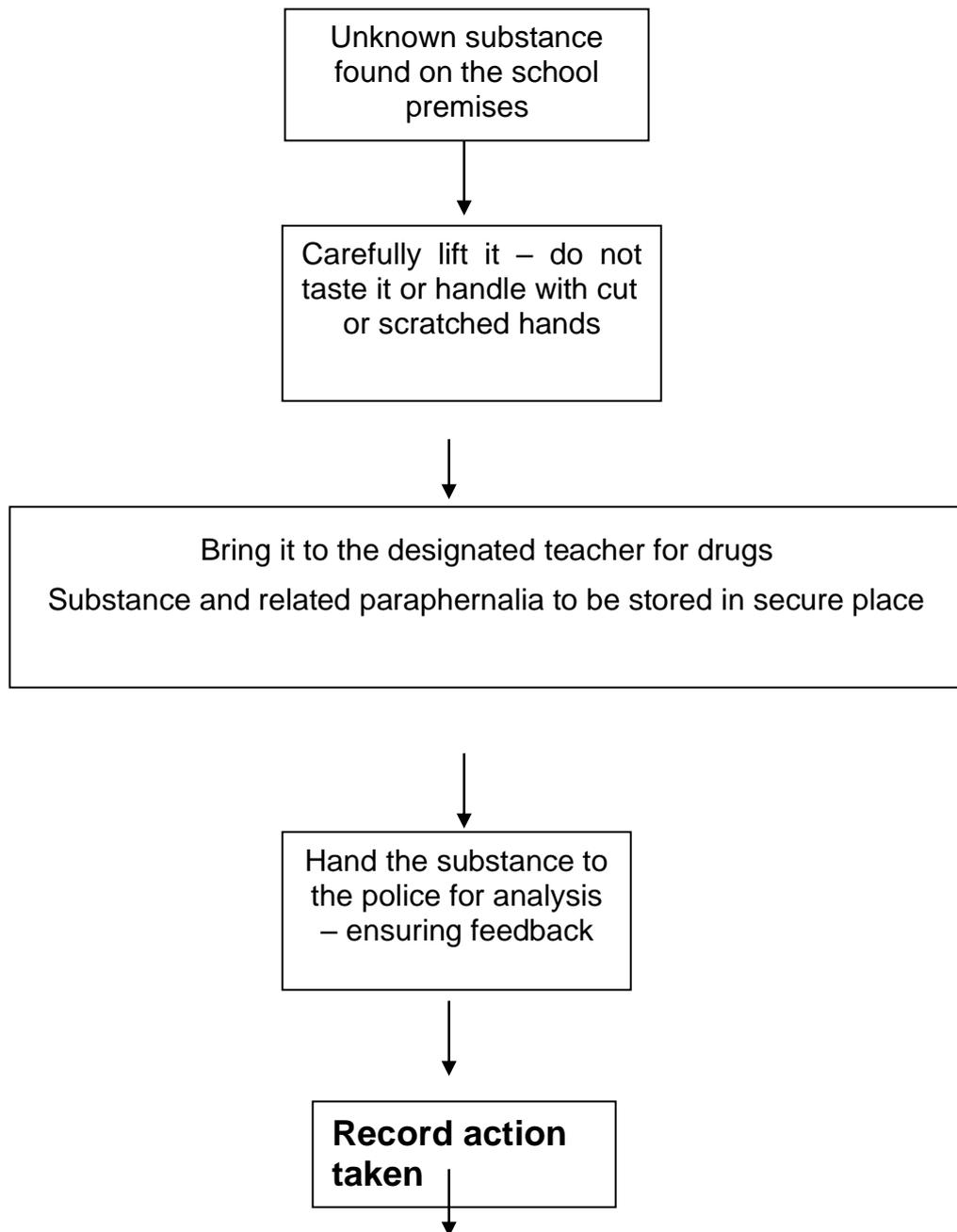


Pupil suspected of possessing/distributing an illegal substance



**Inform Board of
Governors**

Finding a substance on the school premises



Investigate how the substance came to be on the school premises



Inform Advisor for Drugs Ed at ELB



Prepare a report for the Board of Governors

Form for reporting suspected drug-related incidents.

Name of Pupil _____
Incident_____

Date of

Address_____
by_____

Reported

_____ Incident_____

Time of

School_____ Incident_____

Location of

Class_____
DOB_____

First Aid Given Yes No	Ambulance/Doctor Yes No	Sample Found Yes No
Administered by _____	Time of Call _____	Drug Involved (if known) _____

Parent Informed
Yes.... No....
Date_____ Time of Call_____ By whom_____

Police Informed
Yes.... No.... Date_____ Time_____ By_____

Name of Station/Officer_____

Where sample retained/Date sample disposed of_____

Witnessed by_____

NEELB Drug Education Officer Informed
Yes.... No....
Date_____ Time_____ By Whom_____

Disciplinary..... Pastoral..... Other Response.....
Details_____

Completed by_____ Date_____

Countersigned by Principal/Board Officer_____ Date_____