

# Drug and Substance Abuse Policy

## Rationale

This policy relates to all aspects of substance abuse by pupils. Substance abuse is best defined as the “problematic” use of alcohol, drugs, tobacco, solvents and other substances

At Tawhid Boys School we recognise that we cannot afford to be complacent about drugs and substance abuse issues. Evidence shows that a very high proportion of young people experiment with drugs and other substances at some time or another and, of these young people, some become habitual users.

A coherent and consistent approach to the issues of drugs and substance abuse requires a policy that has two main areas of focus. The first is a planned and well delivered programme of drugs education that will play a vital role in the prevention and reduction of drugs and substance abuse. The second is a clearly set out procedure for dealing with drugs and substance abuse incidents if and when they occur in school.

We believe that if a pupil is known to be misusing drugs or other substances, it is our responsibility to give all the help necessary to change that pupil's behaviour and rehabilitate him back into the school. However, we also recognise that if a pupil continues to misuse drugs and other substances, that pupil is putting his health and safety and that of others in jeopardy. In these situations, disciplinary action within the school's policy on pupil behaviour and discipline will be taken and exclusion from school will not be ruled out as a possible final sanction. We believe also that parents are essential partners in meeting the aspirations of this policy and that they should be involved in the stages of drugs education as well as dealing with individual pupils.

## National guidance

This policy is written within the guidance given in Drugs: Guidance for schools (DfE 2004). It recognises the school's legal responsibilities in respect of its duty of care, health and safety legislation as well as legislation related specifically to the illegal use of drugs. The policy also recognises the school's broader moral and educational responsibility towards protecting young people from the dangers of drugs and substance abuse.

## How and why the policy was formulated:

The policy was formulated:

- as part of the school's commitment to being a Healthy School.
- as part of the school's ethos of educating pupils to make responsible life choices.
- To make a positive contribution to children's health.
- To encourage a happier and calmer population of children and young people

## Consultation of the Policy

The wider school community were consulted prior to the release of the policy. The following groups were consulted:

- Pupils (via the school shura council)
- Teachers
- Governors

Parents are encouraged to comment on the policy, by leaving feedback at the school office or by emailing the school directly.

## Where and to Whom Policy Applies

The policy refers to:

- all members of the school community; teaching and non-teaching staff, volunteers and pupils
- school governors
- all visiting staff working with children and young people on the school site during the day
- staff from external agencies on the school site, e.g. school nurses, Connexions, Voluntary organisations

## **Broad Goals**

The main purpose of this policy is to ensure that the school has a drugs education programme that provides opportunities for pupils to acquire knowledge and understanding about the dangers of drugs and substance misuse. The programme should also provide opportunities for pupils to be equipped with the knowledge, attitudes and skills they need to avoid the misuse of drugs, and other substances (including prescription medicine) and to help reduce the problems associated with this.

In addition to the above, this policy exists to provide clear guidance for handling drugs and substance misuse incidents that may occur in school from time to time.

## **Pupil and Other Outcomes**

The pupil and other outcomes we expect from this policy are:

- Pupils who know about and understand the dangers of misusing drugs and other substances.
- Pupils who have the skills and knowledge to avoid becoming involved in the misuse of drugs and other substances.
- Staff who are alert to the symptoms of drugs or substance misuse and know how to respond to such situations.
- A clear set of procedures for dealing with drugs and substance abuse related incidents.
- Highlight current procedures for administering medicines.

## **Implementation**

### **A: Drugs Education**

- Teaching about drugs is provided as part of an integrated health education programme delivered through science and PSHCE. It will be provided at regular intervals (at least annually) throughout a pupil's school career so as to maximise its effectiveness.
- Aspects of drugs education are a statutory requirement as part of the Science national curriculum. Pupils at KS3 will be taught that the abuse of solvents, tobacco, alcohol and other drugs affect health. Pupils at KS4 will be taught the effects of solvents, tobacco, alcohol, prescribed/over the counter medicines and other drugs on body functions and the Islamic perspective of drugs in Religious Studies.
- Drugs education should be delivered in a clear and honest manner that informs, without encouraging misuse. Potentially misleading vocabulary such as "recreational drugs" and "soft drugs" should be avoided.
- It will be backed up with access to advice or help for pupils with problems or concerns via the head of Pastoral care (MS Adia).
- At KS3, younger pupils will be clearly warned about the dangerous effects of drugs and other substances.
- Pupils will be helped to develop, through PSHCE, the necessary skills to enable them to resist pressure to experiment with drugs. This education should include role-play as a teaching and learning strategy.
- The drugs education programme will contain information about the laws on drugs and substance misuse as well as the physiological and psychological effects of drugs.
- Any references to drugs in other subjects should reinforce this policy.
- Outside speakers such as police, drug counselling agencies or health promotion units will be used to complement the overall programme. Teachers will always be present for the input of visiting speakers so as to achieve consistency of approaches.

- Links will be maintained with relevant outside agencies to provide resources and expertise for the school's drugs education programme.
- Promote Drug awareness programmes at the North London Muslim Community Centre (NLMCC) and Turkish Education Development Association.

### **A1: School Policy on administering medicine**

The school will not administer medicine in any circumstances (Paracetamol, etc)

1. Pupils on medication should:
  - Bring a letter from parent stating the medicine has been recommended by their GP
  - Bring medicine clearly labeled with their name and D.O.B
2. The school should store medicine in a cool dry place in the Main Office and the Administration Staff, Mr. Alibhai, Mr Bawa and Mr Adia will supervise the child to administer the medicine

### **B: Dealing with Incidents**

- If any member of staff suspects that a pupil may be under the influence of drugs or alcohol misuse, they should report their suspicions to the Head Teacher or in his absence to a member of the senior management team, and record their suspicions in the drug incident log in the main office. Where staff discover substances which are suspected to be harmful, illegal or deserving of investigation, they should follow these guidelines.
  - a) Remove the substance and record the time, place and circumstances when the substance came into their possession.
  - b) Take the substances as soon as possible to the main office or to a senior member of staff.
  - c) The substance(s) will then be placed in a sealed container and the package needs to be signed and dated. An official report should be completed in the drug incident log detailing the time, date and circumstances of the findings.
  - d) The Senior Administrator can arrange for the police to remove the substance from the premises or may dispose of it in an appropriate way.
  - e) In the event of a discovery of any equipment associated with substance use, especially needles and syringes, the Headteacher must ensure that the materials are placed in a secure and rigid container to await collection by the appropriate service. In these circumstances COSHH procedures outlined in the schools Health & Safety policy must be adhered to.
- Any incident(s) that staff suspect reasonably may be related to drugs or substance misuse must be reported immediately to the Headteacher or SMT member.
- Individual cases should be dealt with on their merits. The following courses of action will be considered in each case, depending on the nature of the incident:
  - Internal case conference including relevant staff such as the reporting teacher, form tutor, Pastoral Leader, headteacher.
  - Meeting with parents to inform them of the incident and agree/inform strategies for support and/or sanction for a pupil.
  - Referral to school doctor or pupil's GP for medical examination.
  - Referral of pupil to drugs counselling with a recognised service such as the Muslim Youth Network.
  - Informing the police. This should be done in most cases, but must be done in any case where a breach of the law is suspected. Such breaches may include possession, dealing or the illegal selling of solvents to minors. It is important to note that the police can play an important role in counselling and talking to pupils and parents about drugs related issues. Their role should not be seen purely as law enforcement.

- Referral to social services. This course of action will be taken if it is felt that the pupil is physically or emotionally at risk as a result of the incident(s).
- In all cases, the school's drug and substance abuse policy will be reviewed to see if it adequately covered the situation.
- All responses to drug related incidents will recognise the need for a multi-agency approach
- Whilst being supportive to the individual, it will also be made clear at all stages that the school requires the drugs/substance misuse and/or associated behaviour to cease and failure to achieve this may result in exclusion in more serious cases.
- All responses to drugs related incidents will take account of the school policy on pupil behaviour and discipline as well as this policy.

### **C: Parents**

- The school will make parents aware of this policy. We will also develop strategies for raising the awareness of parents generally to the issues surrounding drugs and substance abuse.

### **D: Staff Development**

- The need to train staff about the issues raised in this policy will be taken into account when planning the school's programme of staff development.

### **Monitoring and Evaluation**

Responsibility for monitoring and evaluating the overall implementation of this policy rests with the Deputy Head.

The effectiveness of the drugs education programme will be monitored by the PSHCE co-ordinator, tutors and through the schools programme of internal and external audit.

## **Drugs Incidents – Emergency Medical Procedures**

The procedures for an emergency apply when a student is at immediate risk to himself. A person who is unconscious, having trouble breathing, seriously confused or disorientated or who has taken a harmful toxic substance, should be responded to as an emergency.

**Your main responsibility is for any student at immediate risk, but also you need to ensure the well-being and safety of others. Put into practice your school's first aid procedures.**

**IF IN ANY DOUBT, CALL MEDICAL HELP**

### **ALWAYS:**

- Assess the situation
- If a medical emergency, send for medical help and an ambulance

### **BEFORE ASSISTANCE ARRIVES:**

#### **If the person is conscious:**

- Ask the person what has happened and to identify the drug used
- Collect any drug sample and any vomit for medical analysis
- Do not induce vomiting
- Keep the person under observation, warm and quiet

#### **If the person is unconscious:**

- Ensure that the person can breathe and place in recovery position
- Do not move the person if a fall is likely to have led to spinal or other serious injury which may not be obvious
- Do not give anything by mouth
- Do not attempt to make the person sit or stand
- Do not leave the person unattended or in the charge of another student

### **WHEN MEDICAL HELP ARRIVES:**

- Pass on any information available including vomit and any drug samples



# Emergency Drug Incident Procedures

