



Chad Vale Primary School

Managing Drug Related Incidents Policy

Chad Vale Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and visitors to share this commitment.

People responsible for the policy:

R Haselgrove (Head Teacher)

V Crombie (PSHE Co-ordinator)

At Chad Vale Primary School we are committed to tackling drug/alcohol misuse within our community and any instances of possession, use or supply of illegal drugs on school premises will be regarded with the utmost seriousness.

This policy applies to everyone in school, including staff, parents, visitors and volunteers and in out of school activities e. g residential visits

Our guiding principles, are:

- The safety and welfare of all pupils and staff
- The welfare of individuals deemed to be at risk
- The law concerning drugs

We follow the following procedures:-

- Chad Vale Primary School is a no smoking site at all times. This includes the use of 'electronic cigarettes' in sight of children.
- Alcohol and tobacco are only allowed on school premises in the possession of adults and only if they are kept out of sight and reach of pupils.
- Pupils are not allowed to be in possession of, or use, alcohol, tobacco, matches, lighters, 'sniffable' products or any illegal drug at any time.
- Staff at school may consume alcohol on social occasions outside school hours, when no pupils are on the premises and only in moderation.

If a substance is found in schools we have developed a range of responses and judge each case on its own merits. We see ourselves as being supportive rather than judgemental.

- If any pupil is found in possession of an unauthorised drug, the substance will be confiscated, in the presence of a witness and put in the school safe. It is permitted by law for school staff to take temporary possession of a substance suspected of being a controlled drug for the purposes of protecting a pupil from harm and the offence of possession. A record of the incident will be kept. These are kept in the head teacher's office. (In the drug incidents folder)
- The head teacher will be informed and will take the lead role in deciding how to respond further; if necessary by telephone or mobile. If unobtainable, the Deputy would take the lead role.
- We will contact the Health Education Unit (0121 303 8200) to inform them and to seek advice. This is important in relation to talking to the media. No member of staff or governor should make comments to the media.

- Parents/carers will normally be informed (consideration has to be given to Child Protection guidelines, i.e. Will the pupil be at risk either physically or mentally if the parents/carers are told?)
- We will advise the parents/carers of additional support the family may want such as, Drug Concern, a parents/ carers support group (0121 200 2008) and HIAH, a drug treatment service for under 18s (0121 616 6162)
- No member of staff will attempt to analyse or taste an unidentified substance
- If criminal behaviour is involved we will contact the police
- If a pupil is suspected of concealing illegal drugs on their person every effort will be made to secure the voluntary production of such drugs. This will be carried out in the presence of a witness, in the first instance their parent or guardian or a police officer. School property such as desks and bags may be searched.
- The range of sanctions used for rule breaking will be similar to those for other transgressions and will depend upon the nature and gravity of the offence. Exclusion will only be considered in serious cases and will be in line with the school policy.

If exclusion is likely, the substance will be placed in a sealed container with a written record of the response attached to it.

If exclusion is not likely the substance will be disposed of in consultation with the Police or the Health Education Unit.

- If any pupil is thought to be 'under the influence' medical help will be sought at once and first aid given if required. This is not an appropriate time to question the pupil. The priority will be the pupil's safety.
- All Teaching Assistants (and the DHT) are First Aid trained (see board outside Head teacher's office)

Other instances

Any member of staff, parent or visitor suspected of being 'under the influence' on school premises will be asked to remain in a quiet area until the head teacher decides whether it is safe for a child to be in their care. Further advice will be sought from the LA (for a member of staff), the police (child protection) in the case of an adult particularly if they have driven to school or intend to drive away from school.

This procedure would apply equally to any parent or carer wishing to collect a child whilst suspected of being 'under the influence'. In all cases this will be done privately and discreetly away from both children and other adults.

All policies will be reviewed annually in the light of any changes in the classification of drugs, local issues, incidents, guidance and recommended practice. The school's PSMHE co-ordinator together with the parents and

community committee will undertake the review and disseminate to staff and governors.

Agreed by FGB Feb 2013

Updated May 2014