

# Drugs Awareness Policy

Moneynick Primary School

October 2023



Signed: \_\_\_\_\_ (Principal)

Date: \_\_\_\_\_

Signed: \_\_\_\_\_ (Chair)

Date: \_\_\_\_\_





## **Mission Statement**

*We believe that each child is unique with individual talents, abilities and needs. We at Moneynick Primary School strive to ensure that each child develops to the very best of their ability in a caring Catholic environment producing responsible young people prepared for life in society.*

## **DRUGS DEFINITION:**

A drug is “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.”

. This policy addresses the use of legal, illicit and illegal drugs.

- Alcohol and tobacco
- ‘Over-the-counter’ medicines, such as Paracetamol
- Prescribed drugs i.e.; those which are issued on prescription by a doctor.
- Legal highs & illicit substances, such as correcting fluids/thinners, gas lighter fuel, aerosols, glue and petrol and Poppers (amyl/butyl nitrate)
- Illegal /controlled drugs, such as Cannabis, LSD, Ecstasy, Amphetamine Sulphate (speed), Magic Mushrooms, Heroin and Cocaine

## **AIMS OF THE DRUGS POLICY:**

- To ensure a consistent approach by all staff in the handling of any drug related incident
- To develop procedures for addressing any drug related issue
- To develop and implement a drugs education programme within the school curriculum
- To ensure a consistent approach by all staff in the delivery of the drugs education programme
- To safeguard good practice in the future

## **DEVELOPMENT AND IMPLEMENTATION**

### **ROLES AND RESPONSIBILITIES:**

#### **(a) Board of Governor**

- Support the development and on-going review of the drugs policy and programme
- Ensure staff are fully aware and adequately trained to deal with any drug related incident including alcohol and tobacco
- Have one member of the Board of Governors specifically trained in drugs-related issues

#### **(b) Mrs McConway will work with the Designated Teacher on the development and implementation of the Drugs Policy. They will:**

- Determine (not investigate) any drug-related incident. (The PSNI will investigate)

Mrs McConway will

- contact the parents/ guardians of any pupils involved in any drugs-related incident,
- contact the PSNI
- Inform the Board of Governors about the incident and agree with them any appropriate pastoral or disciplinary measures to be taken
- Store or dispose of any drug or drug related paraphernalia
- Report the incident to CCMS and to designated members of the EA

#### **(c) The **Designated Teacher** Mrs O Mallon's responsibilities are: -**

- To oversee and co-ordinate the drugs education programme in liaison with other staff responsible for pastoral care
- To co-ordinate procedures for handling suspected drugs-related incidents
- To ensure all teachers are trained in these procedures
- To act as contact point for outside agencies coming into the school
- To take possession of any substance or drugs paraphernalia found in the event of any drugs-related incident
- To complete a report following any drug-related incident

#### **(d) **Individual Staff Members** (teaching and non-teaching)**

- Deal with any emergency procedures surrounding the incident they have just encountered
- Forward any information, substance or paraphernalia to designated teacher
- Complete a factual report for the designated teacher

## **STAFF INFORMATION**

Staff (both teaching and non-teaching) will be kept up to date with any Drugs related information that is circulated to schools from the EA or other appropriate outside agency. Principal will share this information with staff.

## **OVERVIEW OF DRUGS EDUCATION PROGRAMME**

Drugs Education has always been included in our Health Education and in our Literacy, RE and WAU curriculum and this will continue. However, it will be given an explicit place in the PDMU curriculum. Resources used will be those provided by CCEA (Living, Learning Together), EA (Drugs Files).

Some aims of our programme are:-

- To inform children of the effects of drug abuse and provide accurate and up to date information on drugs and their effects on health
- To establish skills and behaviour which enable children to communicate effectively, assert themselves and take responsible decisions
- To help pupils acquire skills in managing peer pressure
- To create a climate where pupils feel happy to discuss drugs
- To build up the self-esteem and confidence of our children
- To help our children to identify and understand the pressures and influences which could have a serious consequence for their health and well-being
- To ensure progression and continuity in knowledge and understanding, matching these to the age, maturity and circumstances of the pupils concerned

Staff will follow a preventative approach to the Drugs Education Programme while employing active, pupil-centred teaching methods where appropriate.

### **STAFF USE OF DRUGS**

Moneynick Primary is a smoke and alcohol free zone. On 30 April 2007, it became a legal requirement for all premises to be completely smoke free. No-Smoking signs are displayed around the school, clearly visible to all members of staff or visitors to the school. Anyone smoking will be advised that they are committing an offence and will be politely asked to stop smoking.

For issues relating to staff use of alcohol or drugs, we refer them to the Alcohol and Drug Misuse Policy (TNC 2005/5) available from the DE or the CCMS websites.

### **COMMUNICATING THE POLICY TO PARENTS/RELEVANT AGENCIES**

Parents will have access to the Drugs Policy at any time. Their views and ideas will be welcomed whenever it is being reviewed. The Board of Governors are fully aware of the policy and the discipline measures to be followed.

### **EMERGENCY FIRST AID PROCEDURES**

- Send for the staff trained in First Aid
- Find out what has been taken- this will help the emergency crew
- If a depressant drug (alcohol, solvents, sleeping pills or painkillers) has been taken, they will feel drowsy. Keep them awake by getting them to walk or by applying a cool damp cloth to the back of their neck

- Do **not** give anything to eat or drink
- If unconscious, put in recovery position, clear airways and call an ambulance immediately
- If they stop breathing, begin resuscitation. Stay until ambulance arrives and inform them of the facts
- If a stimulant (Amphetamines or ecstasy) has been taken, the person will be distressed. It is important they remain calm and relaxed. Get them to breathe in and out slowly. If hyperventilating occurs, get them to breath in and out of a **paper bag**
- If LSD or hallucinogen has been taken, keep them in a darkened, quiet room to avoid sensory stimulation. They should be supervised at all times and kept reassured that the effects will wear off and they are in no danger

## **MANAGEMENT OF SUBSTANCE-RELATED ISSUES**

### **PROCEDURES FOR MANAGING DRUG-RELATED INCIDENTS:**

- Where a pupil is suspected of possessing/distributing an illegal or a potentially harmful substance within the campus, the procedure as outlined in **Appendix 1** will be followed
- Where a pupil is suspected of having taken drugs in school, the procedures as outlined in **Appendix 2** will be followed
- Where a substance is found on the premises the procedures to follow are as set out in **Appendix 3**

### **DISCIPLINARY MEASURES**

It is not appropriate to prescribe specific sanctions for drug-related incidents. The principal will decide how to respond to any such incident after taking into account a range of factors such as: -



- Age of pupil
- What was the motivation?
- Was there peer pressure?
- Does the pupil know and understand the policy and rules?
- Is it a first or subsequent offence?
- Quantity of drug
- Is the drug legal/illegal?
- Is it possession or supply

At all times we will consider the needs of individual pupils and support mechanisms will be put into place, such as appropriate counselling from appropriate agencies. Parents are expected to support the aims of the school throughout the implementation of any aspect of the policy in deciding disciplinary matters. It is emphasised that all measures taken will be for the long term benefit of the pupil as well as the protection of other pupils.

**Searching:-** Should a teacher suspect that a pupil in school is involved in the misuse of drugs, s/he can in the presence of a witness, search school property such as desks, drawers etc., but not personal belongings – bags, lunch boxes coats etc. Pupils may be asked to empty voluntarily the contents of these personal items. If they refuse, the PSNI will conduct the search. It is a statutory requirement that the PSNI be informed and that they will carry out any investigation.

**Detaining:-** If consent is refused and there are reasonable grounds to suspect that the pupil has in their possession or has taken a controlled drug, pupils can be prevented, using reasonable force, from leaving school premises pending the arrival of the police. Parents will be informed as soon as possible and the incident documented in the Incident Report Form.

**CONFIDENTIALITY:**

Teachers cannot and should not promise total confidentiality. These boundaries should be made clear to the pupils. In the case of information revealed about controlled drugs, this must be passed on to the designated teacher for drugs. Any visitor to the campus must also follow these directions. The PSNI should be notified in all incidences where it has been alleged or suspected that the pupil has in their possession or has taken an illegal drug. Where a pupil seeks help, the matter will be handled discretely and sensitively with the intention that the pupil receives help either from an appropriate agency.

**PROCEDURES FOR USING OUTSIDE AGENCIES:**

Visitor/Agency will:

- Have appropriate resources
- Have a clear set of aims and objectives
- Ensure their programme is part of the school's drugs programme

The teacher will:

- Always be present in the room
- Ensure the content is appropriate
- Evaluate the programme and the impact it makes on the children
- Provide introductory/follow-up activities before and after the visit

**MANAGEMENT OF SOLVENTS IN SCHOOL:**

Any substance capable of having an intoxicating effect will not be allowed on the premises.

Solvents are volatile substances and teachers and other staff will exercise caution and discretion to ensure children do not come into contact with harmful substances. In the classroom teachers will keep a watchful eye on children using glues, felt-tips, tippex etc. Care will be taken to account for all such materials at the end of a lesson. All such materials will be stored in a place to which only the teacher has access. Cleaning materials used by the caretaker/cleaners should be clearly labelled, in their original containers and neatly stored out of reach of the children.

### **MANAGEMENT OF AN ILLEGAL SUBSTANCE:**

Should the need arise, the principal will ensure that the grounds are checked for evidence of drug misuse, which may have occurred outside school hours and make the necessary arrangements for the safe disposal of dangerous materials.

Any illegal substance found will be kept in safe storage by either principal until it can be handed over to the police.

### **GUIDANCE ON THE ADMINISTRATION OF MEDICINES IN SCHOOL:**

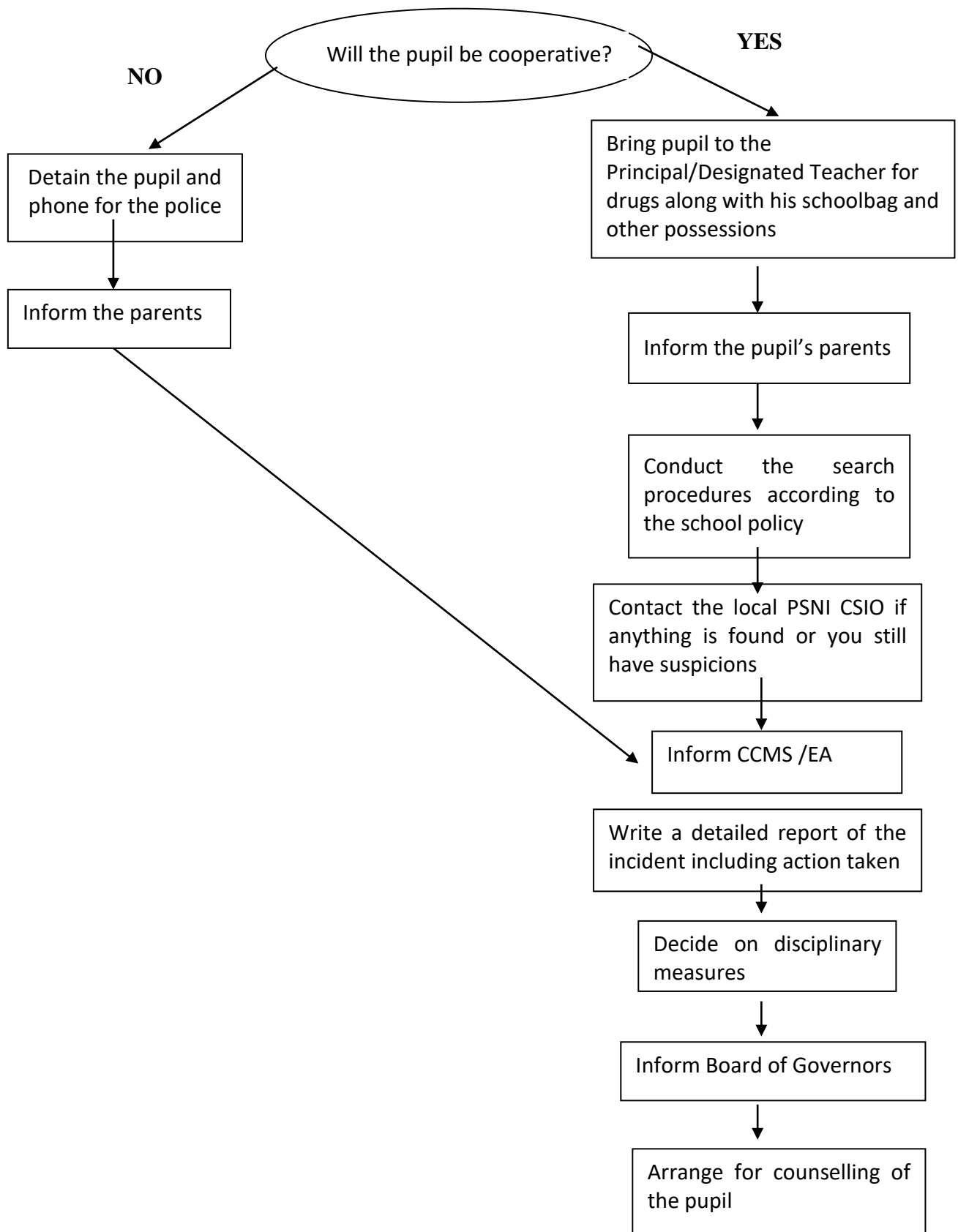
- All medication will be kept either in the servery or in the staffroom and stored in the staff fridge if necessary
- No child will be given access to medication without adult supervision
- Any medication to be administered should be instructed in writing by the child's parent/guardian and should be self-administered where appropriate (*See Administration of Medication Policy*)
- All staff have been trained in Anaphylaxis, Emergency First Aid and Epi-pen administration

### **MONITORING AND EVALUATING**

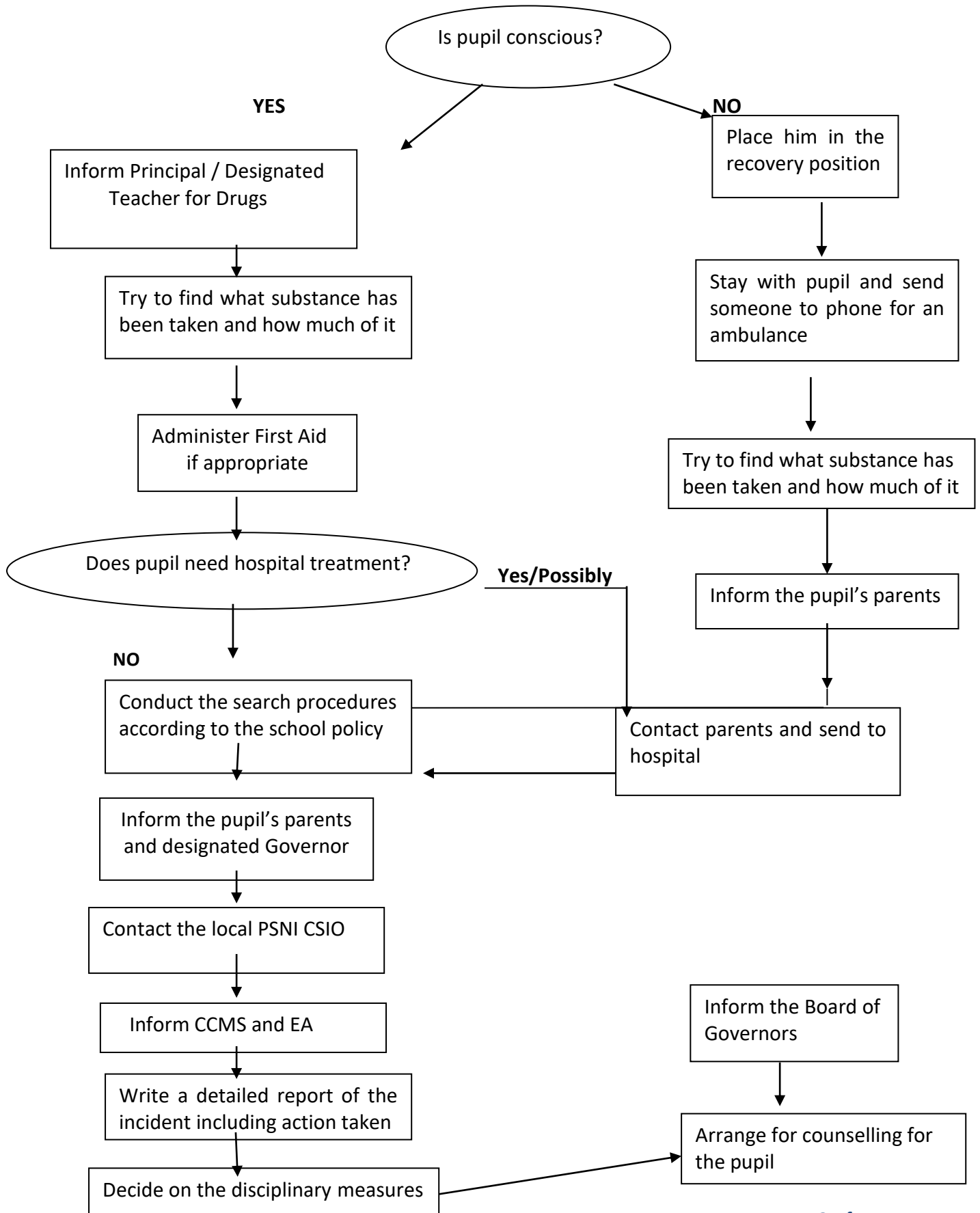
#### **REVIEW OF POLICY AND PROCEDURES:**

The Drugs Policy will be reviewed on a two-yearly basis or immediately following any drugs incident. Any subsequent changes will be notified to staff, governors and parents. The views of these people will be sought during the review and evaluation programme.

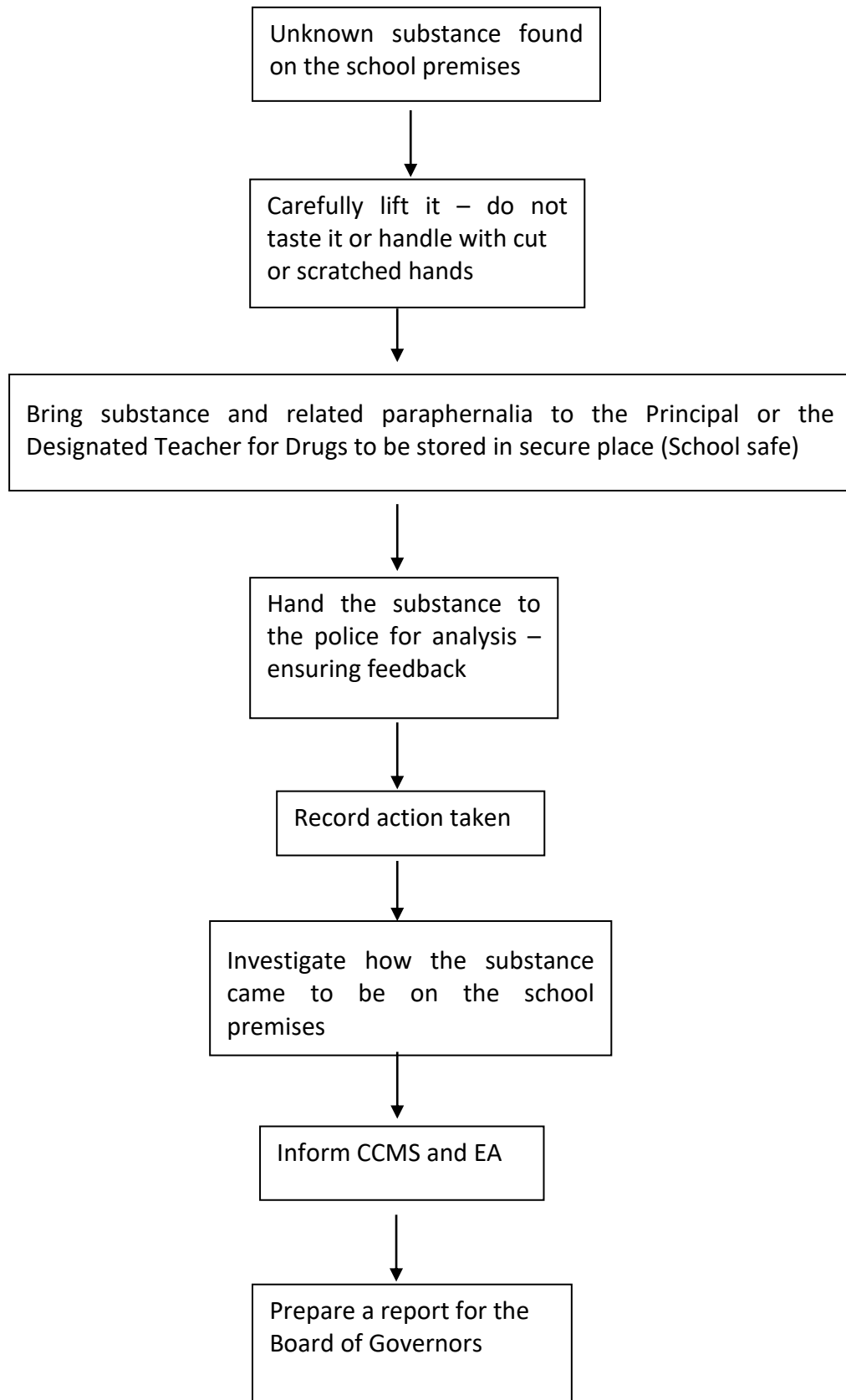
**PUPIL SUSPECTED OF POSSESSING/DISTRIBUTING AN ILLEGAL SUBSTANCE**



**PUPIL SUSPECTED OF HAVING TAKEN DRUGS IN SCHOOL**



**FINDING A SUBSTANCE ON THE SCHOOL PREMISES**



**DRUGS INCIDENT REPORT FORM**

|   |  |              |  |
|---|--|--------------|--|
| <b>Name of Pupil</b>                                      |  | <b>Class</b> |  |
| <b>Address</b>  |  |              |  |
| <b>Date/time of Incident</b>                              |  |              |  |
| <b>Reported by</b>  |  |              |  |
| <b>First Aid given by</b>                                 |  |              |  |
| <b>Details</b>  |  |              |  |
| <b>Police Informed</b>                                    |  |              |  |
| <b>EA/CCMS informed</b>                                   |  |              |  |
| <b>Disciplinary/<br/>pastoral/<br/>other<br/>response</b> |  |              |  |
| <b>Description of the incident and action taken</b>       |  |              |  |
| <b>Form completed by</b>                                  |  |              |  |