

Drug, Alcohol and Tobacco Procedure

DRUG, ALCOHOL AND TOBACCO PROCEDURE

(Drug education and Managing Drug-related Incidents)

Description of the school

Carisbrooke High School is a school of 1250 students between the ages of 13 and 19. It is situated on the outskirts of the principal town of Newport on the Isle of Wight. It has a large catchment area extending to the West of the Island. The catchment area is mixed semi-urban and rural in origin. A large proportion of students are dependant on buses. We have four main feeder middle schools (although the school takes students from up to thirteen) two of which are Aided Church Schools. There is a sixth form of nearly 300 students.

The context of the policy and its relationship to other policies:

Although this is a policy in its own right, it does link with the school PSHE and Citizenship policy. It is linked very closely to the work carried out through the National Healthy School Standard.

The school's philosophy or mission statement:

Carisbrooke High School is a dynamic school, which will continue to improve by:

- Expecting high standards in all that we do
- Making effective learning the most important purpose of the school
- Developing our partnership with parents and the community
- Providing a stimulating and purposeful environment
- Developing skills for lifelong learning
- Preparing students to be active participants in the world.

The school aims to:

- Reduce the misuse and abuse of drugs by young people by providing information and education to all students and parents concerning: the dangers and difficulties which result from the abuse of drugs and the availability of advice, counselling treatment, rehabilitation and care services.

The aims of the policy:

- To promote and safeguard the health and safety of pupils and others who use the school:
- To be a working document, owned and used by those to whom it applies
- To provide drug education and to manage drug incidents in one document

Location of the policy

A copy of the policy will be kept in the school office and will be available to staff on the school intranet.

Range of the policy

The policy extends to staff, students, parents, governors and all visitors to the school. It applies to all activities whether on or off of the school site.

The range of substances covered by this policy

- Volatile (sniffable) substances (e.g.: petrol, alkyl nitrites, butane, aerosols)

- Over the counter medicines (e.g.: paracetamol, cough medicines)
- Prescription medicines (e.g. tranquillisers, amphetamines, anabolic steroids)
- Alcohol
- Tobacco
- Illegal drugs (e.g.: cannabis, heroin, LSD, ecstasy)

The key people consulted in the development of this policy were:

- Students across the year groups
- Parents
- Teachers including Year heads and Student Support staff
- Head teacher
- Governors
- Middle school staff from feeder middle schools
- Health promotion drug advisor to schools
- Healthy Schools co-ordinator and drug advisor to schools
- Drug action team co-ordinator
- Education welfare officer
- Education psychologists
- School liaison police

Aims of Drug education

- To help students develop, extend and practise the skills they need to cope responsibly in a society where they are open to the pressures of getting involved in the use/misuse of drugs.
- To provide access to reliable, up to date, objective and balanced information about drugs so that students can make informed decisions.
- To give the students opportunities to explore a range of attitudes to drugs and to drug users, including their own and each other's.
- To emphasise the school's focus upon personal safety, personal health and individual responsibility.
- To explore the issues relevant to students which are raised by the uses of drugs in society
- To contribute actively to raising and maintaining high self-esteem in students
- To foster competence and confidence in pupils' critical thinking and decision making skills
- To identify sources of further information and reliable support

Context

PSHE framework KS3 – 2b, 2d, 2f, 2g, 3j, 4c, 4h. KS4 – 2a, 2b, 2e, 2g, 4e, 4h.

Government circulars see appendix I

National curriculum for science

Methodology and resourcing

Year 9 – students work through a programme based around decision-making – the process they need to go through and the information they need to make an informed decision. Students work through the example of deciding whether or not to smoke and are asked to work through the process collecting up to date information as they go. We go through the benefits of 'saying no' to unwanted pressures but ensure that the students have the information they need to make informed choices.

Year 10 – students have a 6week module of work based on drug use and misuse. They are required to find out about the short and long term effects of more common types of illegal drugs. They are asked to consider all drugs under the heading of 'harmful'. Alcohol is discussed separately because of the growing numbers of young people 'binge' drinking. This is done in the context of personal safety and possible long-term consequences.

The work is carried out in the students PSHE lesson. The work is supported by staff from Health Promotion and by visiting theatre groups.

The techniques used to teach this material are discussion, debate, written work, role-play, Internet information finding and presentations.

Global Rock has been set up in school to support the drug education programme. It provides an opportunity for students to become involved in an activity outside of the normal school day and therefore provides an alternative to the temptations of drug abuse. The event aims to provide the students with a high without the influence of artificial substances.

Every three years an information evening is set up for parents to come into school to find out more information about what the school is doing to educate students about the use of drugs.

The Connexions service has been set up and part of this is a commitment to providing advice/information centres for young people about drug related issues.

Staff from Get Sorted are available for students once a week to discuss drug related issues that affect them.

The school nurse provides a once a week drop in service for young people to discuss issues relevant to them, including drug related issues.

The school actively promotes the Island 'SNAP' discos.

An overview

Our main concern is the health and safety of all students in a positive learning environment. All staff should be familiar with the policy and its procedures.

- Students know the school rule that all drugs and medicines must be managed at school by school staff
- They should only be brought onto school premises with staff knowledge and approval
- That management of medicines will always be in accordance with DfEE/DH 1996 Good Practice Guide: 'Supporting Pupils with Medical Needs'.
- They should know that the limits of the school boundaries are the natural boundaries of the school and the area adjacent to the school including the shop and surrounding houses.
- They should be aware that the school day begins at 9.10 and ends at 3.40pm
- That 'in loco parentis' applies when students are in the care of the school including school trips.
- That, Mrs E Butler, the school drugs coordinator will respond to incidents accordingly. (see below). Mrs Butler also being the named Child Protection person and the key person responsible for liaising with other agencies who have child protection responsibilities.
- That parents will always be notified of an incident.
- That incidents will be carefully recorded and submitted to the LEA on each occasion

What do we do?

The school's procedures are set out on the flow chart 'Situations involving drugs without medical authority'.

Medical emergency procedures are set out in more detail on the chart 'Drug situations – medical emergencies'

Liaison with other schools

Middle school liaison meetings where policies are shared.

High Schools – Sharing of information when involving students from other schools

Longer term Responses to Drug-related Incidents

The school is committed to providing the best possible support for students who continue to misuse drugs. The following support services are available to them:

- Student support programmes
- Counselling referrals
- Behaviour contracts
- Case conferences
- Inter-agency education programmes
- Peer support

The use of exclusions

In deciding the length of an exclusion:

- Care will be taken to ensure that the young person is not placed at risk because of a lengthy exclusion but is not too short to make it look trivial
- Work will be set for the student to do at home

- Arrangements for the student will be made at the re-admission meeting and may include the provision of a sixth form peer mentor or a staff mentor, the negotiation of a modified timetable, the possibility of extended work experience and the need for counselling. In all cases, the student will be referred to Get Sorted for a minimum period of 6 weeks (6 x1 hr one to one sessions)
- Permanent exclusion will only be used as a last resort. Circular 10/99 provides the statutory requirements.
- A portfolio of evidence will be available containing documented evidence of incidents, strategies used and school responses.

Dissemination of the Policy

Staff involved in teaching drug education, the Head teacher and Governors will receive the policy. The school prospectus will include an entry and will state that the policy is available to parents on request. Mrs Butler, Assistant Head Teacher, will deal with any questions, concerns or queries.

Monitoring and Evaluation

- Parents will be asked to complete a questionnaire after the information evening.
- Student self-evaluations.
- Student task groups
- Questionnaires and evaluations from Connexions
- Discussion with the Youth Trust and the facilitators of the 'Drop in' sessions regarding questions that are coming up regularly that could be relevant to everyone and should be covered in the lessons.
- Any relevant reports/comments from OFSTED.

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