



CITY OF BIRMINGHAM EDUCATION DEPARTMENT

**BASKERVILLE SCHOOL**

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## **Drugs and Substance Misuse Policy**

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Date reviewed: October 2017  
Next Review: October 2018

BASKERVILLE SCHOOL, FELLOWS LANE, HARBORNE, BIRMINGHAM, B17 9TS

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### **VISION STATEMENT**

We will ensure the entitlement of each student to access a variety of opportunities to promote academic, social, emotional and physical development.

We will use autistic specific, empathetic approaches and an autistic sympathetic learning environment to promote student learning and personal development.

We will provide choices and challenges in order to maximise potential and build upon strengths and interests.

All the members of the school community are valued equally and work in partnership with parents, carers and the wider community.

We will work within a supportive school framework to promote and celebrate individual success, integration into the wider community and prepare students for life after school.

### **INTRODUCTION AND RATIONALE**

All of our students have autistic spectrum disorders; they have greater difficulty than other students with social understanding and communication making them particularly vulnerable. Therefore it is essential that this policy is implemented consistently to support all students and maintain physical, social and emotional development and ensure a safe environment.

This policy needs to be read in conjunction with the following policies:

- **Child Protection**
- **Personal, Social and Health Education and Sex and Relationships Education;**
- **Safe recruitment and code of conduct for staff**
- **Behaviour**
- **Confidentiality**
- **Care and Control**
- **Health & Safety**
- **SEN**
- **First Aid and Medical Needs**
- **Whistle Blowing**
- **Administration of Medicines**

## **The Role of Schools**

As part of the statutory duty on schools to promote students' wellbeing, schools have a clear role to play in preventing drug misuse as part of their pastoral responsibilities. To support this, the Government's Drug Strategy 2010 ensures that school staff have the information, advice and power to:

- Provide accurate information on drugs and alcohol through education and targeted information, including via the FRANK service – [www.talktofrank.com](http://www.talktofrank.com)
- Tackle problem behaviour in schools, with wider powers of search and confiscation
- Work with local voluntary organisations, health partners, the police and others to prevent drug or alcohol misuse

At Baskerville School, we aim to equip our students and staff with the knowledge, understanding and skills that enable them to make choices to lead a healthy lifestyle. We teach students about the dangers to health posed by drug taking and equip them with the social skills to make informed moral and social decisions in relation to drugs in society. We are committed to the health, safety and general well-being of all the members of our school community.

This policy takes account of DfE and ACPO drug advice for schools. Advice for local authorities, Head Teachers, school staff and governing bodies September 2012

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/270169/drug\\_advice\\_for\\_schools.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/270169/drug_advice_for_schools.pdf)

## **Drugs Education in Context**

The core aim at Baskerville School is to promote the development of the 'whole child' which encompasses physical, mental, emotional, social and environmental health; by equipping students with the knowledge, skills, attitudes and values to handle their lives effectively in the present and prepare them for adulthood. Drugs education forms an integral part of the school curriculum.

We are committed to the health and safety of our school community and will take action to safeguard their wellbeing. Therefore, a life skills approach to drug prevention is essential and within the programme, students are taught about raising self-esteem, self-confidence and assertiveness to prepare them for making informed decisions about drug use, the main focus being on knowledge, social skills, attitudes and values. This will encourage students to appreciate the benefits of a healthy lifestyle and relate this to their own actions, both now and in their future lives.

## **The Range of Substances**

'A drug is any substance which, when taken, has the effect of altering 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 for headaches
- Prescribed drugs, such as antibiotics and tranquilisers
- Volatile substances such as glues and aerosols
- Illegal drugs including new psychoactive substances or 'legal highs'
- E-Cigarettes

## **Procedures for Handling and Reporting Incidents**

A suspected drug related incident is described as:

- Suspect drugs found on the school premises
- A student suspected of being in possession of drugs
- A student found to be in possession of drugs
- A student suspected of being under the influence of drugs
- An adult visitor or staff suspected of being under the influence of drugs

The school recognises that this policy focuses mainly on illicit drugs. The procedure for handling prescribed medicines is outlined in the school Administration of Medicines policy.

If the Head Teacher has reasonable grounds to suspect that drugs are being used or supplied on the school premises appropriate steps will be taken to inform the relevant bodies in order to avoid any liability as a 'manager or occupier' of premises. If staff have taken possession of a substance for the purposes of protecting a student from harm and from committing an offence, they should under no circumstance, try to analyse or identify it. Staff should wear gloves when handling it, to avoid possible ingestion through the skin. The drug should be immediately stored in a safe place, the Head teacher notified who will contact the police. In the absence of the Head Teacher the incident must be reported to a member of the Senior Leadership Team. The incident must be recorded on a child protection form and held on file.

## **Drug Incidents**

An incident involving unauthorised drugs in school is most likely to involve alcohol, tobacco or volatile substances, rather than illegal drugs. The first priority is safety and first aid, i.e. calling the emergency services and placing unconscious people in the recovery position. An intoxicated student does not represent a medical emergency, unless unconscious.

If an incident occurs the member of staff involved should:

- Make the situation safe
- Send for support
- Administer first aid if necessary and instruct a colleague to call the emergency services

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- If an illegal drug is found it should be secured in a safe place until dealt with by the police
- Report the incident to the Head Teacher

A student suspected of being intoxicated from inhaling a volatile substance must be kept calm; chasing can place intolerable strain on the heart, thus precipitating sudden death.

Legal but unauthorised drugs or medicines must also be confiscated, and will be returned to parents or carers; the school may arrange for the safe disposal of volatile substances.

Staff can only undertake a search without consent if they have reasonable grounds for suspecting that a student may have in his or her possession a prohibited item. They must decide in each particular case what constitutes reasonable grounds for suspicion. For example, they may have heard other students talking about the item or they might notice a student behaving in a way that causes them to be suspicious.

Where a student is suspected of concealing an unauthorised drug, the Head Teacher and staff authorised by the Head Teacher are permitted to search the student. Staff must be the same sex as the student being searched; and there must be a witness (also a staff member) and, if at all possible, they should be the same sex as the pupil being searched.

There is a limited exception to this rule. Staff can carry out a search of a student of the opposite sex and without a witness present, but only where they reasonably believe that there is a risk that serious harm will be caused to the student if they do not conduct the search immediately and where it is not reasonably practicable to summon another member of staff.

Schools are not required to inform parents before a search takes place or to seek their consent to search their child. There is no legal requirement to make or keep a record of a search although a record will be made on a child protection blue form and stored in the locked cabinet. Schools would normally inform the individual student's parents/carers where alcohol, illegal drugs or potentially harmful substances are found, though there is no legal requirement to do so.

Complaints about searching should be dealt with through the normal school complaints. Further information for searching students can be found here:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/554415/searching\\_screening\\_confiscation\\_advice\\_Sept\\_2016.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/554415/searching_screening_confiscation_advice_Sept_2016.pdf)

The Chair of Governors must be informed of any drug incident that should occur. The Local Authority must also be notified of any drug incidents in school each term.

The Premises Officer ensures that the grounds are kept clear of any dangerous substances/objects. She checks the grounds regularly and ensures that they are safe. Any glass/bottles are removed quickly and safely.

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Discarded needles must be disposed of via a sharps container. Any unknown substances must be given to the police, or disposed of on their advice in the presence of witnesses.

All staff are encouraged to be vigilant around the school grounds, particularly close to the main entrance and on the nature trail which backs onto Queens Park. Students should not pick up any such materials.

### **Confidentiality**

If a student discloses to a member of staff that he or she is taking drugs, the member of staff must make it clear that he or she can offer no guarantee of confidentiality. A record must be made of the disclosure on a child protection form and the Head Teacher/DSL must be informed. The matter will be treated as a potential safeguarding matter.

### **Drugs Education within the Curriculum**

We regard drugs education as a whole-school issue and believe that opportunities to teach about the importance of a healthy lifestyle occur naturally throughout the curriculum, especially in Science, PSHCEE, RE and PE. There are also opportunities in tutorial time.

We recognise that learning is most effective when it addresses the development of knowledge, attitudes and skills together and when teaching and learning are participative and active.

We endeavour to:

- Use a variety of teaching styles that are characterised by active learning
- Find out what the students know already
- Use drama, role-play or ICT to demonstrate various strategies and scenarios
- Encourage students to listen to the views of others, and we ask them to explore why drugs are such a problem for society.

Drugs education takes place during normal lesson time usually through PSHCEE. Sometimes, a class teacher will seek support from the school nurse or another health professional. In teaching this course, we follow the DfE and LA guidelines. The resources and materials that we use are recommended either by the Health Authority or by the LA. Lessons that focus on drugs education form part of a sequence of lessons that are designed to promote a healthy lifestyle.

### **Drugs at School**

Where students have medical needs, parents and carers must give us details of the student's condition and medication. Parents and carers must send

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medication to school either in person or via the guide. Records will be kept of all medication received and given.

Solvents and other hazardous chemicals in school must be stored securely, to prevent inappropriate access, or use by students.

Members of staff who smoke must keep their tobacco and matches or lighters secure. Smoking is not permitted anywhere in the school premises or grounds.

### **The Role of Parents and Carers**

The school is well aware that the primary role in student's drugs education lies with parents and carers. We wish to build a positive and supporting relationship with the parents/carers of our students, through mutual understanding, trust and cooperation. To promote this objective, we will:

- Inform parents or carers about the school drugs policy;
- Answer questions that parents and carers may have about the drugs education that their child receives in school;
- Take seriously any issue which parents and carers raise with teachers or governors about this policy, or about arrangements for drugs education in the school;
- Inform parents and carers about the best practice known with regard to drugs education, so that the parents/carers can support the key messages being given to students at school.

Staff will be cautious about discharging a student to the care of a parent/carer who appears to be under the influence of drugs/alcohol, particularly when they intend to driving the student home. Staff will suggest an alternative arrangement, as the focus will be the student's welfare and safety.

Where such behaviour repeatedly places a child at risk, or the parent/carer becomes abusive or violent, staff will report the matter to the Head Teacher or a member of the Senior Leadership Team, who will consider whether the circumstances of the case are serious enough to invoke child protection procedures, and the involvement of Social Services or the police.

### **Monitoring and Evaluation**

Schools and education are continually changing. Consequently, it is necessary to regularly review the school practices and with it, this Drugs & Substance Misuse Policy on a yearly basis so that we can take account of new research, advice or other related developments.