



## **DRUGS AND SUBSTANCES ABUSE POLICY**

### **1. General statement of policy**

All Stars Drugs and Substances Policy endorses the Copplesstone Primary School policy, where drugs education is well established and firmly rooted in PSHE throughout the Foundation and Key Stages. Our policy is based on prevention rather than cure, but in wishing to ensure the health and safety of all those in our care, this document outlines the procedure for dealing with a drugs related incident.

A drugs related incident would include any suspected misuse of a substance or the use of an illegal substance. Any incident is unacceptable because of the implications for the health and safety of individuals and for the whole All Stars community.

The terms 'substances' and 'drugs' refer to all legal drugs, alcohol, tobacco, volatile substances, illegal drugs and over the counter and prescription medicines. We accept that drugs and substances usually alter our body chemistry, feelings and perceptions.

The Children and Families Worker is the All Stars Safeguarding Designated Officer (SDO). *'Staff' includes employees, visiting activity providers and volunteers.*

### **2. Procedures**

All Stars staff should follow these procedures when dealing with suspected drugs and substances abuse.

#### **2.1 First aid**

- Any person requiring first aid will be sent or taken to the nominated First Aider who will assess the need for immediate action, further assistance and whether, in a case of a child, the parents need to be informed.
- If further assistance is required the Children and Families Worker (SDO) will be informed.
- Any incident including action taken, will be recorded on an Incident/Accident Report Form, copied to the parent/carer
- The All Stars First Aid box is kept in the All Stars cupboard in the Hall. It is regularly checked.

#### **2.2 Medicines brought to All Stars**

If parents/carers wish staff to administer medicine during the All Stars they must ensure that:

- they collect a form from the club, complete and return to the club
- all medicines are clearly labelled by a pharmacy, in a secure container and given to the staff
- staff are informed of any child who needs to bring an inhaler so an up to date list can be kept of those children needing to use the inhalers.

#### **2.3 Suspected substance abuse or use of an illegal substance**

If staff suspect there is suspected substance abuse or use of an illegal substance they must:

- summon the nominated First Aider.
- inform the Children and Families Worker (SDO)
- make a written statement of time, place, suspected incident, other people present.

The Children and Families Worker will then liaise with the Headteacher and make contact as appropriate with the parent/carer, and health professionals. Contact may well need to be made with the parents/carers, Social Services and/or the Police. Action may need to be immediate in terms of the child's welfare (medical assistance) or may require a plan of action and/or involvement of other agencies.

#### 2.4 Disclosure of substance abuse

Where a child discloses to a member of staff that he or she is misusing substances, the staff member will make it clear to the child that he or she can offer no guarantee of confidentiality given the seriousness of drug misuse. The Children and Families Worker should be informed immediately and a record should be kept of the staff child discussion.

The Children and Families Worker will liaise with the Headteacher concerning next steps. It will be up to their discretion as to whom they inform and when, as these may be related to the parents/carers, Social Services and/or the Police. Whilst acknowledging the above, a member of staff might point to sources of confidential information and advice to further help those who are misusing illegal (or legal) substances to stop. All Stars will liaise with the Headteacher and may work with other services concerned with young people to offer appropriate advice and support should a child be found misusing substances.

#### 2.5 Dealing with illegal drugs

Although there is no statutory requirement to do so, the Secretary of State expects the Police to be informed when illegal drugs are found on a child or on school premises. This matter is left to the Children and Families Worker's discretion, in liaison with the Headteacher. The law permits All Stars to take temporary possession of a substance suspected of being a controlled drug for the purposes of protecting a child from harm and from committing the offence of possession. Under these circumstances staff are advised to be witnessed by a colleague. Staff, normally the Children and Families Worker, should hand the substance to the Police who will be able to identify whether it is an illegal drug. Staff should not attempt to analyse or taste an unidentified substance for obvious reasons. There may be an exceptional circumstance where staff choose not to hand the substance to the Police. In this instance they should destroy the substance with the agreement of the Children and Families Worker and ensure that the destruction is witnessed.

A member of staff may search a child's desk or bag where they have reasonable cause to believe it contains unlawful items, including illegal drugs. Where a child is suspected of concealing illegal drugs on their person, every effort should first be made to secure the voluntary production of any unlawful substances, for example by asking them to turn out their pockets. If the child refuses, the Police should be called in to deal with the situation.

Intimate physical searches of a child should never be made by any member of staff. In exceptional cases the Police may interview a child on school premises, with the Children and Families Worker's agreement and provided efforts have been made to inform the child's parents/carers. The Police and Criminal Evidence Act 1984 and its Code of Practice set out procedures in respect of the detention, treatment and questioning of young people by police officers which should be observed when children are interviewed on school premises.

Where a staff member is told, or is aware, of possible criminal activity outside school premises, the Secretary of State would also expect the Police to be informed in the interests of safeguarding the health and safety of young people in the area. This would include not only information about the supply of illegal drugs but also, for example, evidence that a local shopkeeper was selling alcohol or solvents to children in contravention of the law.

### **3. Pastoral care and support for children at risk**

Where a child has been identified as having experimented with illegal drugs or as being at particular risk of doing so, in liaison with the Headteacher, consideration will be given to the provision of appropriate support from within and outside of the school. This might include specialised agencies, support and counselling services available in our area, the Education Welfare Service, local health and social services, and the local Police, through the Police Youth Affairs Officer. Devon LA also has a Primary Drugs Adviser and an Adviser for Personal, Social and Health Education.

To further support children and parents local telephone helplines are displayed for those who may want to seek confidential advice and support on drug problems, this includes the telephone number for the National Drugs Helpline. The school provides easy to understand literature for children and parents outlining the different types of drugs and their effects.

### **4. Substance abuse, behaviour, disciplinary measures and exclusion**

All Stars has a written behaviour policy, based on principles established at the club, discussed with the Headteacher, parents and children. The Children and Families Worker is responsible for developing the All Stars rules and codes of conduct, in liaison with the Headteacher, ensuring that children know and understand the boundaries of acceptable behaviour in the club and the sanctions which will be used where those rules are broken.

As a club we are committed to tackling drug misuse among young people and that any instances of possession, use or supply of illegal drugs on All Stars premises will be regarded individually and with the utmost seriousness.

As All Stars' SDO, the Children and Families Worker, in liaison with the Headteacher, has the responsibility for deciding how to respond to particular incidents, and will take account of factors such as the age of the child concerned, whether the incident involved one child or a group of children and whether there is evidence of particular peer group pressure. The fact that certain behaviour could constitute a violation of the criminal law should not, in itself, be taken as automatically leading to the exclusion of a child from All Stars.

All Stars will consider very carefully the implications of any action it may take. It seeks to balance the interests of the child involved, the other club members and the local community. Permanent exclusion may be warranted as a final sanction when all other reasonable steps have been taken.

### **5. The law on drugs**

It is an offence under the Misuse of Drugs Act 1971:

- To supply or offer to supply a controlled drug to another in contravention of the Act.
- To be in possession of, or to possess with intent to supply to another, a controlled drug in contravention of the Act. It is a defence to the offence of possession that, knowing or suspecting it to be a controlled drug, the accused took possession of it for the purpose of preventing another from committing or continuing to commit an offence and that as soon as possible after taken possession of it he took all such steps as were reasonably open to him to destroy the drug or to deliver it into the custody of a person lawfully entitled to take custody of it.
- For the occupier or someone concerned in the management of any premises knowingly to permit or suffer on those premises the smoking of cannabis, or the production, attempted production, supply, attempted supply, or offering to supply of any controlled drug.

## **6. Useful contacts**

National Drugs Helpline 0800 776600  
Drugscope [www.drugscope.org.uk](http://www.drugscope.org.uk)  
Alcohol Concern [www.alcoholconcern.org.uk](http://www.alcoholconcern.org.uk)

## **7. Related All Stars policies and forms**

Incident/Accident Report Form  
Safeguarding Policy  
First Aid Policy  
Health and Safety Policy

***Date:***                    ***January 2015***                    ***Signed:***

***Reviewed:***            ***August 2015***                    ***Signed:***