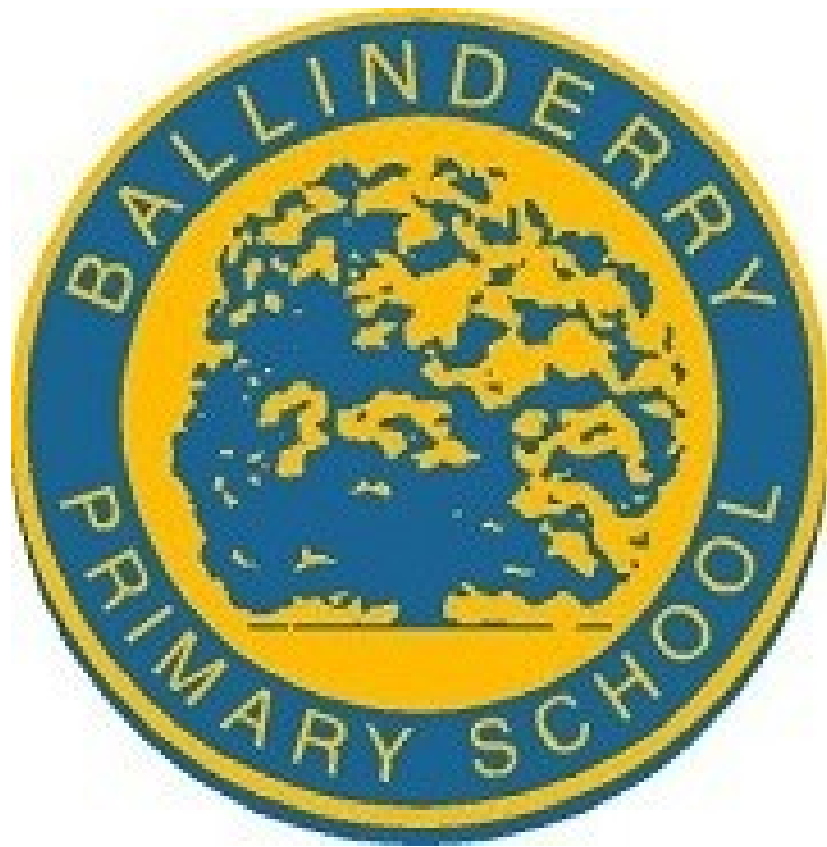




Drugs Policy

Rationale

Children and young people are exposed to messages about drug use from an early age. Their exposure to the use and misuse of drugs may come through parents/ guardians, older siblings, friends, television, the media and popular music.

Ballinderry Primary School recognises the considerable increase in the misuse of drugs in Northern Ireland in recent years and believes that the school has an important role to play in protecting the children in our care through the implementation of drugs education. As a Rights Respecting school, we support the United Nations Convention on the Rights of the Child:

Article 33: Governments should use all means possible to protect children from the use of harmful drugs and from being used in the drug trade.

The school sees itself as a caring community committed to the physical, mental, social, emotional, moral and spiritual health and well-being of our pupils and staff. We seek to equip our pupils with the knowledge, skills, values and attitudes which will enable them to make informed and responsible decisions both now and in the future. Drugs education therefore forms part of the PD&MU curriculum.

Ethos

Learning, Caring, Achieving

We believe that every child matters and that children learn best in a caring, encouraging and stimulating environment. We seek to give our pupils the opportunity to achieve and to fulfil their potential. We want our pupils to know they are valued and to learn to respect and care for themselves and others in their school, the local community and the wider world.

This policy is based on the guidance provided by the Department of Education for Northern Ireland:

- DE Circular 2015/23 Drugs Guidance
- CEA Drugs Guidance for Schools in Northern Ireland (revised 2015)

Aims and Objectives

Drugs Education should enable pupils to develop a knowledge and understanding about drugs and drug issues, as well as the skills needed to address the challenges they may encounter in this area.

We aim:

- to provide a clear statement of the school's policy and procedures related to Drugs and Drug Education;
- to provide a Drug Education programme which promotes positive attitudes towards personal health and well-being;

- to provide a safe and consistent approach to drugs education and managing incidents in line with the school's Pastoral Care, Child Protection and Safe- Guarding Policies, which will be regularly reviewed;
- to promote the development of self- esteem, self-discipline and self-respect in our pupils;
- to inform pupils about the effects of drug use, misuse and the risks involved;
- to provide a drug education programme which gives pupils opportunities to develop knowledge, skills and attitudes to make responsible and informed decisions about the use/ misuse of drugs within the context of a healthy lifestyle;
- to enable pupils to develop coping strategies in dealing with peer pressure and in challenging attitudes and patterns of behaviour associated with drug misuse.

Definitions

The terms *drug* and *substance* include: *any substance which, when taken, has the effect of altering the way the body works or a person behaves, feels or thinks.*

As well as everyday substances such as tea, coffee, substances include:

- alcohol, tobacco and tobacco- related products including electronic cigarettes;
- over -the- counter medicines such as paracetamol;
- prescribed drugs such as antibiotics, tranquillisers, antipsychotics, stimulants such as Ritalin;
- volatile substances such as correcting fluids, glue, aerosols;
- controlled drugs such as cannabis, LSD, ecstasy, cocaine, heroin;
- new psychoactive substances, formerly known as "legal highs"
- other substances such as amyl or butyl nitrite (known as "poppers") and unprocessed magic mushrooms.

Roles and Responsibilities

The Role of the Board of Governors

The Board of Governors have overall responsibility for Ballinderry Primary School and Nursery Unit and foster and support the development and on-going review of the Drugs Policy and education programme. The Board of Governors facilitate the consultative process which enables the school community to respond and contribute to the effectiveness and quality of the policy and programme. The Governors examine and approve the policy and programme prior to implementation in the school. The Governors will ensure that the Drugs Policy is referenced in the school prospectus and reviewed at regular intervals. All governors should be

aware of and one member will be adequately trained to deal with suspected drugs – related incidents and their appropriate disciplinary response.

The Principal

It is the responsibility of the Principal to determine the circumstances of incidents, but it is the responsibility of the PSNI to investigate any criminal or suspected criminal offence. In any suspected drug- related incident, the Principal will:

- seek to determine the circumstances surrounding the incident;
- contact the parents/ carers of children involved;
- liaise with the PSNI. Failure to inform the PSNI of a suspected incident involving controlled drugs is a criminal offence.

After contacting the PSNI, the Principal should seek to ensure:

- the welfare of the pupil(s) involved in the incident and the other pupils in the school;
- health and safety during the handling, storage and safe disposal of any drug or drug-related paraphernalia, using protective gloves at all times;
- that the Board of Governors is informed;
- any appropriate pastoral or disciplinary response;
- that where applicable the EA is informed (e.g. if PSNI are involved; the child protection procedure is invoked; the situation leads to the suspension or expulsion of a pupil)
- completion of a written report which is forwarded to the Board of Governors and the designated officer of the EA;
- review of procedures and amend if necessary.

The Designated Teacher for Drugs (Mrs M Ritchie)

The duties of the designated teacher will include the oversight and co-ordination of the planning of curricular provision, in compliance with the statutory requirements and liaison with other staff responsible for Pastoral Care.

The designated teacher is responsible for the co-ordination of the school's response for handling suspected drugs – related incidents, in liaison with the Principal, and for the training and induction of these procedures with new and existing staff.

The designated teacher will liaise with outside agencies in relation to drug- related incidents. She will review and update the Drug Policy as required and should a drug-related incident occur.

In the case of a suspected drug- related incident, the designated teacher will:

- respond to the first- aiders advice and recommendations regarding the incident;
- inform the parents/ guardians of pupil(s) involved immediately, in the case of an emergency;
- take possession of and responsibility for safe disposal of any substances found, using the locked cabinet in the Learning Support room if required;
- inform the Principal;
- take initial responsibility for the pupil(s) involved in the suspected incident;
- complete a Drugs Incident Report and forward it to the Principal.

All Staff (teaching and non-teaching)

Individual staff members do not have the responsibility of investigating the circumstances surrounding a suspected drugs-related incident. However, they should follow the emergency procedures if necessary:

- assess the situation and decide on action;
- secure medical assistance if required, send for additional staff support if necessary;
- make situation safe for pupils and other members of staff;
- carefully gather up any drugs/ associated paraphernalia/ evidence and give to designated teacher for safe storage/ disposal;
- provide a written report of the incident to the designated teacher for drugs.

Parents/ Guardians

Parents play a vital role in the prevention of drug misuse. Parents are encouraged to play an active role in homework tasks related to PD&MU and to discuss issues with their child/ children whenever appropriate.

Parents/ guardians should be made aware that the school has a Drugs Policy and the school's procedures for addressing drugs- related incidents. Parents/ guardians form part of the consultative process.

The Law in NI

Staff are made aware of their responsibilities under the law:

- The Misuse of Drugs Act (1971)
- The Criminal Law Act (1971) Section 5
- The Powers of Arrest- Police and Criminal Evidence (NI) Order (1989)

If the Principal has reasonable grounds to suspect that drugs are being used or supplied on the school premises, she will inform the PSNI.

Guidance for Confiscation and Storage of Harmful Substances

Any confiscated drugs or drug-related items should be given to the designated teacher for drugs (Mrs Ritchie) and stored in a locked cabinet in the Learning Support room until they can be given to the PSNI.

Guidance for the Administration of Medicine in School

See the Policy on the Administration of Medication.

Procedures for Handling and Reporting Incidents

Dealing with a suspected incident requires extreme sensitivity on the part of all concerned. All staff should be aware of the procedures for:

- dealing with substances found on the school premises;
- finding/suspecting a pupil/ adult of possessing/ distributing an illegal substance;
- pupil suspected of having taken drugs in school.

These procedures are outlined in the *CEA Drugs Guidance for Schools in Northern Ireland (Revised Edition 2015) Section 3: Responding to Drug-related incidents*.

Illness, Unusual or Uncharacteristic Behaviour

Staff should bring any indications of illness, unusual or uncharacteristic behaviour because of suspected substance misuse to the attention of the designated teacher for drugs. Where staff believe a pupil may have taken a substance they suspect is a drug, they should follow the emergency procedures as outlined above.

Taking Possession of Suspected Controlled Drug or Associated Paraphernalia

If a substance suspected of being a controlled drug is discovered, school staff should take possession of it to protect pupils from harm. The substances/ paraphernalia should be given to the designated teacher for drugs for safe storage until dealt with by PSNI. A record of the incident must be made using the Drug Incident Report form.

Carrying out a Search

Staff may need to search school property (such as desks/ cloakroom areas) if an allegation of possession is made. Staff should only search a pupil's personal belongings, including school bag, coat and other items with the pupil's consent. It is acceptable to ask a pupil to empty their

pockets and school bags. Any drugs- related items discovered should be dealt with as noted above and a record made using the Drug Incident Report form.

Possession, Possession with Intent to Supply and Supply of Controlled Drugs

Schools must be aware that pupil involvement in suspected controlled drug- related incidents may take several forms:

- possession
- possession with intent to supply and/or
- the supply of controlled drugs.

It is illegal for pupils to be in possession of a controlled drug. If a member of staff becomes aware that a pupil is in possession of a controlled drug they must escort that pupil to the designated teacher who will deal with the incident as outlined in the school policy.

Confidentiality

If a pupil reveals any personal drugs information, which puts them or another pupil at risk, this must be passed on to the designated teacher/ Principal. No guarantee of confidentiality can be made.

Dealing with the Media

Only the Principal can make a response to the media. When responding to the media, the privacy of the pupil will be respected.

Disciplinary/ Pastoral Care Responses

The Principal will retain responsibility for deciding how to respond to an incident. Procedures will be carried out in line with the Positive Behaviour and Pastoral Care policies of the school. Factors taken into consideration will include: the age of the pupil, whether the incident involved one or more pupils; whether it is a first offence; whether there is evidence of peer pressure. Ballinderry Primary School is committed to tackling drug misuse and any instances of possession, use or supply of illegal drugs on school premises will be regarded with utmost seriousness. Sanctions may include suspension and if appropriate, expulsion. At all times the needs of individual pupils will be considered and appropriate intervention and support mechanisms put in place.

Drugs Education in the Curriculum

The Designated Teacher for Drugs ensures that appropriate themes in Drug Education are included in the PD&MU programmes for each year

group. It is the responsibility of each class teacher to include these themes in drugs education in their teaching. Drugs Education is supported by the Pastoral Care programme and links with other subject areas such as RE, Health Education and PE. The programme is a preventative one and is pupil centred, through active learning.

Resources

Living Learning Together:

Year 1- Taking Care of Me

Year 2- Keeping Healthy, Staying Safe

Year 3- Take Care, Be Safe

Year 4- Growing Means Changing

Year 5- Stay Safe and Healthy

Year 6- Healthy Habits

Year 7- Fit for the Future

Outside Agencies

Ballinderry Primary may use outside agencies e.g. PSNI to help deliver the Drug Education programme. Any visitor will be given a copy of the school's Drugs Policy. They will have an agreed set of aims and lesson plan. The teacher will discuss these to ensure they are appropriate and will remain in class with the visitor.

Monitoring and Evaluating

This policy will be regularly reviewed and always if a drug-related incident has taken place. The programmes of study are continually reviewed and necessary changes made.

Date: January 2020

To be reviewed: January 2022

Handling Drug-Related Incidents Appendix 1

Finding a suspected substance or drug-related paraphernalia on or close to the school premises.

Unknown substance/ paraphernalia found on the school premises.

Inform the Principal/ designated teacher for drugs.

Bring any substance/ related paraphernalia to the designated teacher for drugs to be stored in a secure place.
Make the situation safe for pupils and staff.

Arrange for the removal of items using protective gloves.
Contact the PSNI and handover the substance for analysis ensuring that feedback will be provided to the school.

Record actions taken on Drug Incident Report form.
Inform the EA designated officer using the Drug Incident Report form if appropriate.
Investigate and record how the substance came to be on school premises.

Report to the Board of Governors as appropriate.

Recognising Signs of Substance Abuse

Appendix 2

The following guidance can be found in 'CEA Drugs Guidance for Schools in Northern Ireland (Revised Edition 2015)' page 42.

What to look out for:

If someone is having a bad time on drugs, they may be:

- Anxious
- Tense
- Panicky
- Overheated and dehydrated
- Drowsy
- Having difficulty breathing.

What to do:

The first things you should do are:

- Stay calm
- Calm them and be reassuring, don't scare them or chase after them
- Try to find out what they have taken and
- Stay with them.

If they are anxious, tense or panicky, you should:

- Sit them in a quiet and calm room
- Keep them away from crowds, bright lights and loud noises
- Tell them to take slow deep breaths and
- Stay with them.

If they are **really drowsy**, you should:

- Sit them in a quiet place and keep them awake

If they become unconscious or don't respond, call an ambulance immediately and place them in the recovery position

- Don't scare them, shout at them or shock them
- Don't give them coffee to wake them up and
- Don't put them in a cold shower to 'wake them up'.

If they are **unconscious** or having difficulty breathing, you should:

- Immediately phone for an ambulance
- Place them in the recovery position
- Stay with them until the ambulance arrives and

If you know what drug they've taken, tell the ambulance crew; this can help make sure they get the right treatment straight away.

Emergency Procedures Appendix 3

The following guidance can be found in 'CEA Drugs Guidance for Schools in Northern Ireland (Revised Edition 2015)' page 44.

This is the current best advice on what to do if someone is in difficulty because of misusing drugs.

- It is important to find out what they have taken as this could affect emergency aid, for example, it will help the ambulance crew. Loosen clothing and call for an ambulance immediately.
- If the person has taken a depressant substance, for example solvents, alcohol, sleeping pills or painkillers, it is likely that they will be drowsy or unconscious. If the person is drowsy, it is important to try to keep them awake by talking to them or applying a cool damp cloth or towel to the back of their neck. You should not give them anything to eat or drink as this could lead to vomiting or choking.
- If they are or become unconscious, put them into the recovery position, clear their airway if blocked and keep checking on any changes to pulse and breathing rates.
- If they stop breathing, begin mouth-to-mouth resuscitation, starting with chest compressions. (If you have not been trained in CPR or are worried about giving mouth-to-mouth resuscitation to a stranger, you can do chest compressions only (or hands-only) CPR).
- Stay with the person until the ambulance crew arrive and then tell them all the facts, including what the person has taken. This is very important as it could save his or her life.
- If the person has taken a stimulant, such as amphetamines (speed) or ecstasy, they may show various signs of distress. If the person is panicking, try to reassure them. It is important that they calm down and relax. Get them to breathe in and out, deeply and slowly. Help them by counting aloud slowly. If they start to hyperventilate – that is they can't control their breathing – ask them to breathe in and out of a paper (not plastic) bag, if there is one available.
- If the person has taken a hallucinogen, such as LSD, magic mushrooms or cannabis in combination with ecstasy, they may become very anxious, distressed and fearful. They may act in an unusual way. It is very

important to reassure the person – tell them that you will look after them, that they are in no danger, that it is the effects of the substance and that these will soon wear off. You may want to take them to a quiet place, keep other people away and continue to reassure them.

- Stay with them and talk calmly to them until the ambulance arrives.

BPS&NU Drugs Incident Report Form

Appendix 4

Name of Pupil _____ DOB: _____

Address _____

Date of Incident _____ Reported
by _____

Time of Incident _____ Location of Incident

First Aid Given: YES / NO Administered by:

Ambulance / Doctor called: YES / NO Time of Call:

Parent / Carer informed: YES / NO

By _____

Date: _____ Time: _____

Where substance(s) retained: _____ or

Date passed to PSNI: _____ Time:

PSNI Informed: YES / NO

Date: _____ Time: _____

Education Authority Designated Officer informed: YES / NO

Name of EA Officer _____ Date: _____ Time: _____

Form Completed by: _____ Date: _____

Position: _____

Description of the Incident:

Actions taken:

Incident form completed

by _____

Signed: _____ Date: _____

Countersigned by School

Principal: _____

Date: _____