

The ArtsXchange

Part of the T4 Trust

Drug Education and Incident Policy

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1. Introduction

The ArtsXchange is an inclusive community; some of its students have Social, Emotional and Mental Health difficulties and a range of further complex needs. A number of our students have on-going physical or mental medical conditions.

All have not been able to sustain main stream schooling requiring alternative more appropriate provision.

They are vulnerable young people, many of whom are at risk of becoming involved with anti-social activities, including the personal use of illegal substances. When they are referred to the college, they may have little knowledge or experience of keeping themselves safe. Ensuring that they learn to assess risk and stay safe is central to our work.

We recognise that students may experiment with using illegal drugs but at no time will the college knowingly permit or tolerate possession, consumption, supply or offer to supply any unauthorised drugs on the school premises. Breaches of this policy will be investigated and dealt with; ensuring that drug use or misuse is challenged using the range of sanctions and supportive responses that are explained elsewhere. The college undertakes to educate students about the risks presented by drug use and to ensure that they develop the confidence and social skills that will help to keep them safe.

This policy reflects a whole college approach to health and wellbeing.

It is the responsibility of all teaching and support staff to implement this policy which applies to all staff, students, parents/carers, governors and partner agencies working with the school. Training on identifying drug use, and following procedures to deal with drug related incidents, will be provided through INSET days and/or staff meetings. This will cover illegal drug identification and problems associated with their use, managing and responding to drug incidents and drug education.

2. Aims

The main priority in managing drugs is the health and safety of the college community. This policy aims to:

- Provide a protective framework within which staff can teach and young people can be taught and learn
- Ensure that all students are given opportunities to develop skills, knowledge and understanding that enable them to make informed decisions about drug use and misuse in order to achieve their full potential
- Outline the roles and responsibilities of staff within the college
- Outline the responsibilities of students
- Outline the range of sanctions and supportive responses to be used when responding to a drug related incident

3. Definitions

The Trust Board	The Board of Directors of the T4 Trust (including any committee of the board duly appointed by it), who may also be referred to as trustees
The Head of College	The teacher in charge of the college who may also be referred to as head, executive head or principal
A drug	Any substance that alters the normal functioning of the body (This alteration could be emotional, physical or mental. Drugs include substances found in food or drink (caffeine), over the counter and prescription medicines, alcohol, tobacco, khat, betel pepper leaf, areca palm nut, solvents, steroids and <i>illegal drugs</i> such as magic mushrooms, heroin, LSD, cannabis, cocaine and ecstasy)

4. Core Team

The core team is made up of the following people who are responsible for ensuring that core principles are implemented in the development of the policy and provision:

School Drug Coordinator (SDC): Head of College/Asst Head of College

Role: Advise on and oversee the management of drug-related incidents.

Designated Safeguarding Lead

Role: Ensuring that students' rights to confidentiality are observed; overseeing any case that has Social Services involvement.

First Aid Lead

Role: Advise on all practice relating to the administration of non-prescription and prescription drugs within the college.

5. Drugs in school

5.1 Unauthorised drugs

All *illegal and unauthorised* drugs are not permitted at The ArtsXchange, unless the Head of College has approved written requests or given permission. This includes out of college learning contexts, such as before and after college clubs, residential trips and college events. *Unauthorised* drugs include over the counter and prescription medicines, khat, paan, betel nut, tobacco, alcohol and solvents.

5.2 Authorised drugs

Any medication that is deemed necessary by a medical professional will be permitted in the college in all contexts. This includes self-medication (supervised) and medicines administered by trained staff members (e.g. Epi-pen training). See Medical Conditions Policy for further details.

6. Alcohol

All our young people need to receive high quality alcohol education to ensure they are able to make informed decisions about if, when and how much alcohol to consume. Alcohol education needs to be embedded throughout the college curriculum and supported by teachers who have the confidence to detect and refer appropriately students who have alcohol issues.

This college recognises that alcohol misuse in the form of binge drinking, remains prevalent among young people, and that there is a need to advise and support students on pathways into treatment and sources of support.

7. Drug Education Aims

- To provide opportunities for students to develop their knowledge, skills, attitudes and understanding about drugs and appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions
- To improve our young people's knowledge of drugs and their effect on the human body
- To raise young people's awareness of the consequences of drug use and misuse to the individual, family, peers, local communities and society
- To increase awareness of ways of minimising the risks and unwanted consequences of drug use
- To enable young people to make (or plan to make) informed and sensible decisions about their drug use
- To enable young people to develop a range of skills and techniques appropriate for handling situations related to drugs and drug use
- To promote young people's understanding of the reasons drugs are used and misused
- To help young people to explore and develop their own attitudes to drug use
- To enable young people: to identify sources of information and appropriate personal support, and to be able to make use of these sources if they require them

8. The Curriculum

The statutory provision of Drug Education (DE) will be taught as part of the PSHE curriculum by staff who has (or will have) training in drugs education. They will be supported by outside agencies where necessary.

When individual students are seen as at risk and in need of individual support, this will be provided by outside agencies.

- Key Stage 3: Conception, growth, development, behaviour and health can be affected by diet, drugs and disease;
- Stage 4: Human health is affected by a range of environmental and inherited factors, by the use and misuse of drugs and by medical treatments

The non-statutory National Curriculum for PSHE states that all students should be taught:

- Key Stage 3: Facts and laws about drug, alcohol and tobacco use and misuse, and the personal and social consequences of misuse for themselves and others.

- Key Stage 4: The benefits and risks of health and lifestyle choices, including choices relating to sexual activity and substance use and misuse, and the short and long-term consequences for the health and mental and emotional wellbeing of individuals, families and communities

PSHE lessons will reflect these requirements

9. No disclosure

The main purpose of Drug Education is to explore students' attitudes and values and not their personal drug use. For this reason, during the first lesson ground rules should be developed with the class and should include a 'no disclosure' agreement. If any staff member is asked about their own drug use, they will draw the student's attention to the class contract.

10. Methodology

After initial assessments are completed, to assess what the students know/think they know, the following strategies may be used to explore Drug Education:

- 1) Exposition
- 2) Role play – discussion and feedback
- 3) Group work
- 4) Structured games
- 5) Visual aids
- 6) Active learning techniques
- 7) Appropriate use of outside speakers

Resources for the scheme of work can be obtained from the Drug Education coordinator or found in the resource room under DE. For an A-Z of drugs, with detailed information, see www.talktofrank.com.

11. Outside speakers

If outside speakers are used to compliment the DE work in school, they will be fully briefed beforehand by the class teacher. The content of their session will be agreed and incorporated into the DE programme. It will not be used in isolation or as a replacement for the programme. A member of staff will participate in any deliveries from outside agencies and careful attention will be paid to follow up work. To ensure that outside speakers are aware of the ethos of the school and how to deal with any incident that occurs, the coordinator will brief the speaker prior to the sessions.

12. Staff training

Training on how to manage drug related incidents and identify young people's drug use will be given to all staff. This will include how, when and why DE should take place. Members of the core team or identified staff members will be given access to more specialised training in order to be confident and competent in their roles. The core team will report back to the rest of the staff to keep them up to date on any relevant changes to legislation etc.

13. Assessments

Irrespective of the teaching strategies used, all lessons will be planned and evaluated using formative and summative assessment, to ensure appropriate reflection of learning in terms of knowledge, skills and understanding. This can be done in a variety of formal and informal ways. Time will be made to ensure that teachers reflect on the programme and report back to the DE coordinator to inform future drug education.

14. Drug Incident Guidelines

Drug-related incidents are:

- Emergencies – when a student has lost consciousness or gone into a coma,
- When a person is intoxicated – and when this makes it difficult to communicate with a person or have a rational conversation about sanctions,
- Discovery/observation – when a student is discovered using, holding, supplying or offering to supply a substance not permitted on the school premises.
- Disclosure – when a student discloses to a member of staff that s/he has been using drugs or that they are concerned about someone else's drug use.
- Discovery – of an unauthorised drug or associated paraphernalia. If there is a discovery of drugs or paraphernalia on the premises, it will be handled by the SLT or the Premises Manager.
- Suspicion or rumour – staff should be wary about acting on the basis of unsubstantiated claims.
- Students suspected of having used illegal substances, or of being under the influence of alcohol, are asked if they wish to be accompanied to their home by a responsible adult. If they refuse this offer, they may travel independently. Their parents/carers will be informed

15. Responses

No automatic sanction will be applied to a drug-related incident in school. Any responses will be taken after considering all the facts about a young person and their emotions and the circumstances in which a drug-related incident has occurred. Training will be provided to staff members who will implement procedures and decide sanctions. Drug-related incidents must be logged on the College's MIS.

Possible college responses are outlined below:

- Put together an individual teaching plan, personal support programme or other support plan,
- Make sure the student is not a victim of bullying or similar treatment

- Referral to the drug prevention team or Lifeline: Young people's services
- Consultation with support services
- Sanction system for inappropriate behaviour
- Supervision at lunchtime/breaks
- Meeting with the parents/carers
- A letter to the student's parents/carers
- The college will consider involving the police for more serious offences, or where there is a lack of cooperation from the student or parents/carers. It may impose additional sanctions to help the student to benefit from the experience, and to create a deterrent within the college

Please note – the college is not required to inform the police, even if the incident involves illegal/controlled substances

The College's response will be part of a supportive network that protects the long-term welfare of students.

16. Confidentiality

Young people who wish to disclose their own or others' drug use to staff will be informed that staff cannot guarantee confidentiality and may have to take further action to ensure the students' safety. Any disclosure will be passed to the school's Safeguarding Lead, recorded and treated in line with the school's *Child Protection and Safeguarding*, and *Data Protection, Security and Social Media* policies.

17. Parents/Carers

Parents and carers will be informed of any incidents involving illegal or unauthorised drugs when deemed necessary by the Head of College. Parents/carers will be involved in the implementation and development of this policy and the DE programme. Support services will be facilitated for parents/carers to provide information and skill development for dealing with drug use or drug misuse.

18. Governors

The Head of College will inform the Trust Board of any drug related issues affecting the college. They will also be involved in policy development and overseeing the DE programme.

19. Monitoring and reviewing

This policy will be reviewed and updated in accordance with the Trust policy review schedule and from time to time may be updated more frequently in response to changes in guidance, legislation or under instruction from the Trust.

20. Links with other policies

This policy links with the following policies:

- Health and Safety Policy

- Sex and Relationships Education Policy
- Child Protection Policy
- Data Protection, Security and Social Media Policy
- Smoking Policy