Uxendon Manor Primary School

Drug, Alcohol and Tobacco Education Policy

This policy takes full account of the school's legal obligations and the latest DfE guidance.

Policy Formulation

The policy was discussed by teachers, senior management and the governors

Aims and Purpose

The aims of drug education are to:

1. Increase children's understanding and clarify their misconceptions about;
    - The short and long term risks of drugs
    - The rules and laws relating to drugs
    - The impact of drugs on individuals, families and communities
    - The prevalence and acceptability of drug use among peers
    - The complex, moral, social, emotional and political issues surrounding drugs
2. Develop children's personal and social skills to make informed decisions and keep themselves safe and healthy, including:
    - Assessing, avoiding and managing risk
    - Communicating effectively
    - Resisting pressures
    - Finding information, help and advice
    - Devising problem solving and coping strategies
    - Developing self-awareness and self-esteem
3. Enabling children and young people to explore their own and other's attitudes towards drugs, drug use and drug users, including challenging stereotypes and exploring media and other influences.

Organisation and content

Effective drug education is taught in the following ways:

- An assessment of pupil's current level of language and understanding is undertaken prior to drug education lessons
- As part of the spiral programme of personal, social, moral and health education it will build on concepts that the children and young people already know and understand. It will link with work on safety, relationships and communication skills
- It will use language appropriate to their age, readiness, culture, ethnicity and vulnerability
- It will be relevant to the backgrounds, cultures, ethnicity and needs of children
- It will focus on relevant situations and subsequent emotions that influence choice, thinking skills, especially risk assessment and problem solving and interpersonal skills, particularly assertiveness
- It will offer accurate, credible sources of information, rather than sensationalised information
- It will ensure that all children, regardless of background and attainment, can equally access the programmes of work

The above methodologies allow children to practise skills, use their knowledge and understanding, explore, change views and make positive choices in life. Sensitive issues will be discussed in staff meetings (as appropriate) to provide ways to support staff delivering the Drug, Alcohol and Tobacco curriculum.

The Drug, Alcohol and Tobacco curriculum involves consideration of a number of sensitive issues about which different people may hold strong and varying views. The school's approach to Drug,

Alcohol and Tobacco curriculum will be balanced and take account of, and be sensitive to, different viewpoints but will not be based on personal bias. We shall endeavour to have an approach that is educational, rather than one based on propaganda.

Responsibility for the Drug, Alcohol and Tobacco curriculum

A whole school approach will be adopted to teach the Drug, Alcohol and Tobacco curriculum that actively involves the whole school community. All groups who make up the school community have rights and responsibilities regarding the Drug, Alcohol and Tobacco curriculum. A breakdown of this is below.

The Senior Leadership Team (SLT) will endeavour to support the provision and development of the Drug, Alcohol and Tobacco curriculum in line with this policy by providing leadership and adequate resourcing. The responsibility of effective delivery in the classroom lies with the class teacher. All teachers play an important pastoral role by offering support to pupils. Teachers will be consulted and aided in their Drug, Alcohol and Tobacco curriculum work by the provision of resources, background information about relevant children in their classes, support and advice from experienced members of staff or outside organisations where required and access to appropriate training.

The Child Protection Officer (CPO) will be able to assist where required. The designated Drug, Alcohol and Tobacco curriculum co-ordinator (PSHCE) will be responsible for the development for the Drug, Alcohol and Tobacco programme that meets all legal requirements as well as the needs of the children. It also includes keeping up to date with developments and good practice, developing the provision to meet student's needs, providing support and resources for staff, arranging staff training, liaising with outside agencies and monitoring and evaluation.

Non-teaching staff may be involved in a supportive role in some Drug, Alcohol and Tobacco lessons, circle times and assemblies. They may also play an important, informal pastoral support role with pupils. They will have access to information about what that year group is doing in Drug, Alcohol and Tobacco curriculum and have access to attend appropriate staff training sessions.

Governors have responsibilities for school policies. They will be consulted about Drug, Alcohol and Tobacco curriculum provision and policy and have reports at Governors' meetings where appropriate. Pupils will be informed on how to access support from outside agencies.

Partnership with Parents and Carers

Information on DAT in the school curriculum is contained in the school prospectus. Parents/carers are encouraged to offer their opinions, comments or suggestions through the child's class teacher, leading tutor or governing body.

Partnership with Visitors

Use is made of teaching resources from a number of agencies. This includes Brent Health Promotion and the LA advisory teacher and the school's attached nurse is informed of the content of the programme. The school's linked nurses are invited to attend any Drug, Alcohol and Tobacco events/decision making meetings. The school's linked nurses are involved in the planning and delivery of some sessions as appropriate. Current information on local/national trends and up to date research is also disseminated through school drop in sessions (in staff meetings).

Individual advice and counselling

Matters of an individual nature pertaining to drugs, alcohol and tobacco are referred to the appropriate member of the school team: Head, CPO or the Inclusion Leader.

Drugs on School premises

- Alcohol and tobacco are only permitted on school premises in the possession of adults and must be kept in a safe place away from any children at all times

- The school is a no smoking site at all times
- Suitable arrangements have been made for staff who smoke to smoke outside of school premises
- Alcohol is only permitted to be drunk by staff at school on social occasions when no pupil is present on the premises
- Illegal drugs are not allowed on school premises at any time
- Medicines can be kept in school in line with our Medicine and Supporting Children in School with Medical Conditions policy. Any medicines kept in school by staff for their own use must be kept in a safe place away from children at all times

Drugs off school premises

Our school is aware of the potential for drug misuse, including alcohol, whilst on an educational trips and advises all school staff responsible to check legal procedures for any locations visited if necessary.

Response to drug related incidents

Pupils are not permitted to be in possession of or use alcohol, tobacco, matches, lighters, sniffable products or any illegal drugs at any time. Any found will be confiscated and only returned to parents or police. Parents will be informed. Medicines must be kept in the care of adults or managed by pupils with agreed teacher supervision.

If any pupil is thought to be under the influence of a drug, medical help will be sought at once and first aid given if required, in addition to routine enquiries to find out what drug is involved, its source and whether any other pupils are involved.

The priority will be pupils' safety

If any pupil or adult on the school premises is found in possession of an unauthorised drug, regardless of which, it will be confiscated. The drug co-ordinator (PSHCE lead) and the headteacher must be informed and will take the lead in deciding how to respond further. Each situation will be judged carefully. If the drug is suspected to be illegal, the school will contact the relevant police officer who will discuss the situation. A record will be kept. The range of sanctions for rule breaking will be similar to those for other transgressions depending on the nature and gravity of the offence.

Equal Opportunities

Young people may have varying needs regarding Drug, Alcohol and Tobacco depending on their circumstances and background. The school strongly believes that all pupils should have access to Drug, Alcohol and Tobacco curriculum education that is relevant to their particular needs. To achieve this the school will take into account:

- The needs of boys as well as girls Ethnic and cultural diversity
- Varying home backgrounds
- Sexuality
- Special Educational Needs

Partnership with pupils

The school accepts that an effective policy on Drug, Alcohol and Tobacco curriculum requires information from pupils both at the development and implementation stages. This will be achieved through:

- School/class councils
- Circle time
- Peer educators
- Annual/termly meetings with SLT
- Evaluation/monitoring
- Information from class teachers about specific issues

- Pupils who seek direct advice are referred to the child protection co-ordinator and are encouraged to discuss the matters with:
    - Their parents, guardians or appropriate relatives
    - School nurses
    - Another teacher
- If individuals raise particularly explicit issues, such issues will not be discussed in class and the pupils will be advised to discuss these matters with those listed above at an appropriate time.
- Checks will be made that this contact has been made. Some ground rules and distancing techniques could include:
    - No one (teacher or pupil) should be expected to answer a personal question
    - No one will be forced to take part in the conversation
    - Only correct terminology will be used
    - Meanings of words will be explained in a sensible and factual way

Confidentiality Policy

Complete secrecy can never be promised to a pupil, though information given in confidence will not generally be disclosed to anyone else unless it raises child protection concerns. It may be appropriate to refer a pupil to an outside agency. The following statement may be of use when talking to a pupil:

- We listen to what you have to say and won't tell other people, but if we think that you or any other young person are at risk of harm, then we may need to discuss this with others to get the help you need – wherever possible with your knowledge.
- In accordance with school and LA policy, a commitment to equal opportunities will be built into all aspects of Drug, Alcohol and Tobacco education. This policy links closely with the equal opportunities policy, the bullying policy and the LA guidelines on child protection. We intend to meet individual students' needs to enable them to achieve academically and in their personal relationships.

Training

Opportunities for all teachers for further training in the delivery of drug, alcohol and tobacco education will be sought and accepted wherever circumstances permit. The PSHCE co-ordinator will be responsible for organising the training of staff delivery of Drug, Alcohol and Tobacco curriculum. All staff will be issued with guidance for the delivery of the programme. Resources will be provided by the PSHCE co-ordinator and will be monitored by them for suitability. Advice and support will be sought from the school nurse and others as applicable. Parents can request to view resources and be given a time to view them. They will also be provided with information on how to access support if required.

Policy Implementation

The policy will be available in the school office for access by all staff/parents/carers. All drug, alcohol and tobacco education will be delivered according to the policy framework. Other agencies that work with the school will be informed of the Drug, Alcohol and Tobacco policy. The school is part of the Healthy Schools London which support all health education within the school.

Procedures for Evaluation, Monitoring and Review

Understanding in drug, alcohol and tobacco education will be demonstrated through assessment against learning objectives which will be built into curriculum planning. A variety of assessment techniques will be used including discussion, scrutiny of work, pupil self-assessment and peer assessment. The purpose of this is to establish the validity of both the content and the presentation of the sessions. The PSHCE co-ordinator will monitor lessons throughout the school and year groups. The PSHCE co-ordinator is responsible for considering issues raised by any of the evaluation procedures and will action specifics by discussing them in a staff meeting with other staff. Staff are individually responsible for monitoring of their practice through their own recording systems. Individual information that is confidential about that child to be kept in the SEN file.

Complaints Procedure
Complaints about content and/or delivery of the Drug, Alcohol and Tobacco programme will be addressed to the Head or Governors following our school's official complaints procedure.

To be approved by the Board of Governors of Uxendon Manor Primary School – December 2021

To be reviewed – December 2024