



Drugs and Substance Misuse Policy

Aiming High, Achieving Together

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Signature of Headteacher	<i>L.J. James</i>
Signature of Chair of Governors	<i>G. Dove</i>

(Including Appendix 1, Drugs and Substance Misuse Incident Reporting Form)

Section 11 of the Children Act 2004 places a duty on local authorities and their partners to make arrangements to safeguard and promote the welfare of children. Both the prevention of problems and the protection of children and young people are central to safeguarding.

All staff should work to prevent children and young people suffering harm and to promote their welfare, provide them with the services they require to address their identified needs and safeguard those who are being or who are likely to be harmed.

Prevention requires organisations working with children and young people, their parents or carers, to help create the conditions in which children and young people can thrive. In order to achieve this, we will work to promote substance awareness and education (as part of wider health and well-being), to help young people to develop healthy, safe and stable lifestyles which enable them to engage successfully in learning and work, and to realise their potential.

“While the prevalence of drug and substance misuse decreases with the lower key stages, early years settings have had under 5’s bring in both packets of class A drugs and drug based paraphernalia from home.” (KCSiE, Sept 2018) - Guidance tells us we must consider **deliberate** and **accidental** possession and use of drugs and other substances.

This policy describes how Merton Infant School includes drugs education into the curriculum and outlines procedures for staff if issues around substance misuse arise. The administration of medicines in school for illnesses and medical conditions (including school trips and off site visits) is described in the Supporting the Needs of Medical Conditions Policy, Appendix A of the Health & Safety Policy. All prescribed medicines are kept securely in school and on school trips.

DEFINITIONS AND TERMINOLOGY

The term drug refers to a chemical substances designed to have an effect on the body when ingested, absorbed, inhaled or injected including medicines, volatile substances, alcohol, tobacco, illegal drugs, psychoactive or unauthorised substances.

Substance misuse (or substance abuse) ‘refers to the harmful or hazardous use of psychoactive substances, including alcohol and illicit drugs’ (World Health Organisation 2016).

RESPONSIBILITY

The Headteacher is responsible for the Drugs and Substance Misuse Policy and drug-related issues causing concern in school.

This policy applies to any child:

- within the school grounds as designated on the school map during normal school hours (8.55am – 2.55pm Monday - Friday)
- on any off site trip or activity arranged by the school (times notified to the parents/guardians in advance)

Any drug-related issues occurring outside of the scope of this policy which may have an impact on the child or family by direct or indirect means may be discussed with the relevant parties and, where necessary, passed onto the appropriate authorities (even when the incident occurs during school holidays, during In-Service training days or outside normal school hours.)

DRUGS EDUCATION: AIMS

We aim to make children aware that drugs have a place in the treatment of illnesses and other medical conditions, but they are only to be administered under the direction of a responsible adult. Furthermore, prescribed drugs are for specific individuals and should never be given to anyone other than the individual named on the prescription.

HOW WE DELIVER DRUGS EDUCATION

Integrated and discrete lessons for drugs education are taught in each year group. The school follows Hampshire's Guidelines and uses, when appropriate, links to the school's PSHE Jigsaw programme.

In addition the teachers answer children's questions in simple language to the best of their knowledge and ability. Where teachers feel unable to do so, they will liaise with the Headteacher who will contact the appropriate agencies for information and advice.

Key Stage 1 suggestions - Questions to help pupils to explore drug education within the National Curriculum (NC) – (from HCC Drugs Policy 2012)

Developing a healthy, safer lifestyle (all household products, including medicines, can be harmful if not used properly, Rules for, and ways of, keeping safe ... and about people who can help them to stay safe, How to recognise and make simple choices that improve their health and well-being.)

Developing good relationships (To recognise how their behaviour affects other people, To listen to other people, and play and work co-operatively, To take and share responsibility for their own behaviour, To help make and keep rules.)

The role of drugs as medicines (What are the medicines? What are the differences between medicines and other household products? What happens if I take medicines when I don't need them?)

PDL – (Is it good to keep secrets? Who can I tell if I have a secret or worry? What are rules and what happens if I break them? What is the difference between right and wrong? How can I be a good friend? How do I like to be treated by people I know, including friends and family?)

SUBSTANCE MISUSE

The use of illegal and unauthorised substances is not acceptable and where there are concerns regarding substance misuse, the health and safety of the school community and pastoral needs of pupils are our first concern.

DRUG PARAPHERNALIA AND SUSPECTED ILLEGAL OR UNAUTHORISED DRUG USE

If drug paraphernalia or illegal drugs are found on school grounds or in a child's belongings or if a member of staff suspects or witnesses a drugs related activities, the following procedure should be followed :-

1. Member of staff to relay suspicions or report incident to Headteacher (or Deputy Headteacher in their absence).
2. Headteacher clarifies situation with child/children involved.
3. Drug paraphernalia found should not be left unattended and should not be handled without personal, protective equipment such as gloves. It is helpful if a photograph of the scene/items can be taken prior to any removal/handling of any items – a colleague's help should be summoned if possible in all cases. For sharp items such as needles, a grabber should be used where possible and sharps disposal bin
4. Searches of school grounds or children's property in school will be undertaken if there is concern regarding drug paraphernalia or authorised drugs
5. Incidents must be recorded on the Drug Incident Form (at Appendix 1). Parents informed by Headteacher
6. Police informed by Headteacher where relevant (e.g. where it is believed or suspected that an illegal activity has taken place, drug paraphernalia brought into school by a child or found on school grounds, parent / carer under the influence of drugs or alcohol, 999 if aggressive / violent)
7. If required counselling or other appropriate treatment will be sought and implemented

PROCEDURES FOR MANAGING PARENTS / CARERS UNDER THE INFLUENCE OF DRUGS OR ALCOHOL ON SCHOOL PREMISES

Parents/carers are asked not to come to the school premises whilst under the influence of drugs or alcohol, and not to bring unauthorised or illegal drugs or open / unsealed containers of alcohol onto school premises. In some circumstances if the safety of the child and/or staff was felt to be compromised by the attending parent/carer in these circumstances, an alternative contact may be sought for the child and/or the adult under the influence of alcohol/drugs may be asked to leave. If an alternative contact cannot be sought, or in other difficult circumstances, then advice may be taken from Children's Services or the Police.

Parents/carers accompanying school trips are not permitted to be under the influence of alcohol or drugs.

PUPIL SUPPORT, STAFF SUPPORT AND WORKING WITH EXTERNAL AGENCIES

Pupils, families or staff affected by any incidents would be supported on a case by case basis with help from local agencies and the school's Parent Support Advisor.

A list of local and national support agencies are provided at the end of this policy.

STAFF CONDUCT AND DRUGS

Medication and authorised substances – staff are encouraged to confidentially discuss with the Headteacher, health conditions that may affect their work with along with associated medication in case reasonable work adjustments or drug storage arrangements are needed. Staff with severe allergic reactions to substances must

have a specific risk assessment completed and agree their medication storage and colleague awareness of their condition.

If staff are required to take prescribed medication that may cause side effects that affect their performance or level of awareness, this must be discussed with the Headteacher and appropriate arrangements made.

Alcohol and illegal substances

Staff have a responsibility for the safety of the children, their work colleagues and themselves. As such, it is not acceptable to be under the influence of alcohol, recreational drugs or illegal substances during school hours or on school trips – such action would be regarded as misconduct and be subject to disciplinary action.

NO SMOKING STATEMENT

Merton Infant School is a no smoking environment. Staff and visitors are required not to smoke in the school building or grounds. The no smoking directive extends to school trips and anyone accompanying children on extracurricular activities.

ROLE OF GOVERNORS

Governors are involved in the development and review of the effectiveness of this policy. Drug issues that arise will be discussed with the Health & Safety Governor and the full governing body notified if relevant.

LOCAL AND NATIONAL SUPPORT AGENCIES

- Inclusion Recovery (Hampshire) Tel: 0300 124 0103 Inclusion Recovery supports anyone over 18 who is using or is affected by problems associated with drugs and/or alcohol.
- DrinkAware - National independent charity offering information and advice.
- Catch 22 Tel: 0845 459 9405 - A community engagement treatment service offering substance misuse treatment to young people under 18-years-old and targeted substance misuse interventions and support for young people aged 11 to 16-years-old within educational settings.
- National Association for Children of Alcoholics (NACOA) Helpline: 0800 358 3456 - Provides information, advice and support to people of any age affected by a parent's drinking.
- Talk to Frank Helpline: 0300 123 6600 - Information advice and support (including live web chats) aimed at young people.

LINKED POLICIES:

- Equality and Inclusion Policy
- Child Protection Policy
- Safeguarding policy
- Health & Safety Policy
- PSHE Policy
- Curriculum Policy
- <https://www.gov.uk/government/publications/drugs-advice-for-schools>
- <http://www3.hants.gov.uk/education/hias/drug-and-alcohol/resources-for-schools.htm>

This policy has been developed based on guidance in DfE and ACPO Drug Advice for Schools (2012) in conjunction with parents, staff members and school governors.

Appendix 1: Drugs and Substance Misuse Incident Reporting Form

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