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# DRUGS EDUCATION POLICY (PRIMARY)

Accord MULTI ACADEMY TRUST

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| 1 | December 2024 | J Tucker | Merge of individual primary policies to create an Accord Primary Academy Drugs Policy. |

## 1. Introduction

The Academy acknowledges the importance of its pastoral role in the welfare of its pupils. As a result, all staff aim to promote and create a stimulating and caring environment for the children in their care. The Academy has a well-established, strong, moral, ethos based on self-respect and valuing others. All staff share high expectations of behaviour, politeness and consideration for the views and individuality of others. We seek to develop in children the knowledge, skills, values and attitudes that will prepare them for the future.

## 2. What is a Drug?

A drug is a chemical (medicine or other substance) that when introduced to the body, alters it.

Legal drugs include alcohol, tobacco, caffeine, aerosols, glues and gases and over the counter medicines (inhalers, antibiotics, Insulin, Ritalin etc)

Illegal drugs include heroin, cannabis, cocaine, amphetamines.

## 3. What is Drug Education?

Drug education is about equipping pupils with the necessary skills, knowledge and awareness about substances that may harm them so that they may make informed choices about maintaining a healthy body and keeping safe in a society where drugs are readily available.

Through exploration of issues and attitudes, our aims are to:

- allow pupils to make informed choices and decisions.
- build self-esteem
- develop personal initiative;
- take responsibility for the health and safety of their own bodies;
- increase understanding of the consequences of use/misuse of drugs.

## 4. Purpose, Delivery and Organisation of Drug Education

Drug education is a DfE requirement and is developed at the academy in the context of the Science, Religious Education and/or PSHE curriculum overseen by the Science/PSHE Coordinator. Many aspects of the Drugs Policy encompass aspects of existing policies such as Behaviour, Health and Safety, Science etc.

In KS1, the emphasis of teaching and learning is to make children aware of their own personal safety and the safety of others. In KS2, children are taught about the importance of keeping a healthy body and the effects of specifically tobacco and alcohol on their health. At the end of KS2, children are introduced to other drugs e.g. medicines and their beneficial/harmful effects when they are used appropriately or misused.

Questions arising spontaneously in academy will be answered by the teacher in a way appropriate to the understanding and sensitivity of the child concerned.

## 5. Working with Parents and the Community

The Academy is part of the community and therefore enjoys a beneficial relationship with parents, members of the community, and many outside agencies whose contributions enhance the teaching programmes within the academy.

The Academy operates a "signing in and out" policy, which enables us to monitor and account for visitors in and around our academy. Anyone who is not a member of staff is asked to sign in and out and wear the academy's visitor badge. A clear coloured lanyard system is used to identify DBS checked and non-DBS checked visitors.

Where possible, children are informed of any visitors to the academy in advance so as not to be alarmed by a "strange face" around the academy (particularly relevant to younger children).

Any visits by individuals or outside agencies which involve contact with the children themselves, will be supervised by a teacher or other member of staff. Parents are encouraged to take an active role in the drug education programme. Awareness raising sessions for parents, teachers and governors are held in the academy in partnership with the Drug Education Development
Officer.

## 6. Administration of Medication to Pupils

If children have to take prescribed drugs children are encouraged to stay at home for the health and safety of themselves and others. Although reference is made to the Guidance on Infectious diseases overview issued by the Health Protection Agency. A form must be completed at the Academy office.

Prescribed drugs/medicines will only be administered in the Academy if:

- the medicine is prescribed by a GP and must be taken 4 times a day;
- the child is able to self-administer under the supervision of staff;
- consent is given by the Headteacher.

If permission is given, clear guidelines for administration of the medication must be clearly given i.e. child's name, dosage and time of administration) by the parent/carer otherwise the medicine will not be given. Taking of medication will be supervised by an adult.

Calpol is stored in each academy and administered to children for minor illnesses which present during the school day. The Academy will seek written permission from parents via email before administering Calpol in order to support them to remain at school.

On residential visits, medications are stored centrally and are always administered by two members of staff.

## 7. Storage of Medication

Medication is stored either in the Academy office or and if cool storage is required, in the fridge in the office. Administration of medication will be supervised by an adult. A board displaying regular medication is sited in the Academy Office.

## 8. Anaphylactic Shock

Children who suffer from nut allergies or other forms of anaphylaxis, may require emergency administration of adrenalin (EPIPEN). This medication is never locked away and all staff are aware where it can be found should an emergency arise. EPIPENs are stored in the Academy Office unless the allergy is severe whereby the medication is kept with the child. All staff are aware of the children and adults who have such allergies and are given regular training in the use of the EPIPEN, emergency procedures and the disposal of needles (see Disposal of Sharps). Information on Anaphylaxis is accessible to all staff on the staff room notice board.

## 9. Diabetics

Children carry their own blood-testing kit and are responsible for its administration dependent upon age and ability. If results are abnormal, parents/carers will be informed. Information detailing specific children's' needs is available in their Individual Care Plans which are situated in the staff room.

Children who are diabetics are trained to inject themselves with Insulin. Should this be required e.g. on residential visits, needles will be safely disposed of in sharps bin (see Disposal of Sharps).

## 10. Inhalers

Inhalers are kept in the classroom under the supervision of the class teacher. If a child has asthma, an inhaler is required in the Academy with a prescribed label showing the child's name and dosage. They are not locked away so that they may be accessible to the user. They are administered by the child under the supervision of a member of staff.

Inhalers are to be sent home at the end of each academic year so that parents can check that they are in full working order and are still in date.

## 11. Class File

The school office keep staff updated on medical needs of the children and these are transferred between teachers during transition meetings. Clear displays are also in place at each Academy which displays information about children with significant medical needs.

## 12. Management of a Drug Related Incident

A drug related incident is any situation that requires some form of intervention or recording. Such incidents might be connected with pupils themselves, with their parents/carers, with some other person or when illegal substances, paraphernalia or misused solvents are found on academy premises. Management of a drug related Incident is the responsibility of the Headteacher, and the following procedure will be followed:

Wakefield Council operates a call out system for responding to reports of discarded drug waste. Both employees and the general public can use this service. If a discarded hypodermic needle is discovered, **DO NOT** pick it up.

**Call the Contact Centre: 0345 8 506 506**

**Reactive Monitoring and Recording**

Control measures involving reactive monitoring will cover recording discarded drugs waste, reporting sharps injuries and being made aware of the action to take in the event of suffering a sharps injury.

Where a person suffers harm or injury due to discarded drug waste, this should be reported and recorded through the academy Incident Reporting system.

## 13. Confidentiality

Staff cannot offer children absolute confidentiality. It is the responsibility of staff, should a concern for the health and safety of a pupil arise, with regard to a drug related incident, to inform the Headteacher.

## 14. Handling and Collection of Sharps

In the event of finding needles, syringes or other drug related paraphernalia on the academy premises, pupils are taught not to touch. The following procedure is then followed:

- pupils inform an adult normally the caretaker or a senior member of staff.
- adult to dispose of object(s) applying appropriate safety procedures. If needles are found, these will be disposed in the yellow Sharps Bin which is located in the Academy Office.

## 15. Geographical Boundary

The Academy is responsible for the safety and welfare of its pupils whilst on its premises during the normal academy day and at before and after academy clubs in term time. If drugs or drug paraphernalia are found within the geographical boundary, the police will be contacted, and the evidence kept. Pupils in academy uniform who are involved in drug related incidents on, or off academy premises will be sanctioned.

The Academy is not accountable for drug related incidents, which occur outside the times stated above. However, the academy would always aim to support any pupil with drug related issues through its relationships with external agencies.

## 16. Dissemination of the Policy

All staff (non-teaching, administration officer, lunchtime supervisors, caretaker, cleaner etc) are aware of this policy and how to respond to an incident. New staff are given a copy of the policy when appointed at the Academy.

## 17. Inclusion

This policy takes account of the different experiences, strengths and interests of the children to maintain entitlement and ensure equality of opportunity. Teachers vary the contexts, resources and teaching and learning styles and use a variety of strategies to overcome barriers to learning. Expectations and learning objectives are modified to take account of the different learning needs of boys and girls; the needs of children from different social and cultural backgrounds; the needs of children who need support with communication, language

or literacy difficulties; the needs of children with physical disability; the needs of children with emotional and behavioural difficulties and the needs of children who are gifted and talented.