

Reviewed March 2015

THE SPALDING SPECIAL SCHOOLS FEDERATION DRUG RELATED INCIDENT POLICY

CONTEXT

Drug related incidents involving pupils will be dealt with as any other school discipline or pupil welfare related matter, within the procedures laid down in the School Behaviour and Health & Safety Policies. The Drugs Related Policy and all other policies can be found on the 'G' and "P" drives.

The physical and social aspects of drug use are fully explored with pupils through the school's health education programme and backed up with visits by, and regular access to, the school nurse. As small special schools with high levels of supervision incidents involving illegal drugs will be less common. They are more likely to involve medicines, tobacco, solvents and alcohol or relate to parents'/carers' drug use, or the finding of drug paraphernalia.

REPORTING INCIDENTS

In line with these policies, any incident, observation or report indicating the possibility of a pupil's involvement with substance misuse will be recorded on a school incident report sheet. Action taken as a result of any such incident, observation or reports will follow the procedures laid down in the school's behaviour policies and, as such, pay due regard to the needs of the individual pupil(s) concerned and the wider pupil population.

Parents and Governors will be informed as well as the police where appropriate. The police are not usually informed in incidents involving legal drugs but the school may wish to inform the trading standards or police about inappropriate sale or supply of tobacco, alcohol or volatile substances to pupils. The School Nurse will be consulted when supporting the child/children.

DEALING WITH MATERIALS OR SUBSTANCES

Any material or substance suspected of being drug related should be removed from the pupil(s) concerned and handed to the head, deputy or assistant head for investigation/disposal. Staff are instructed to take great care in the event of having to handle needles - a proper Sharps Container, available from the school office, must be used.

DEALING WITH ISSUES

In instances involving substance misuse or supply on the premises, and following discussion between staff members who know pupils well, parents will be informed at the earliest opportunity by the head teacher. The school, parents and school nurse can then work together to support the young person involved.

If a young person admits to using or supplying substances off the premises, the teacher's discretion will be involved, but informing the head teacher is essential. The headteacher will, in turn, inform the parents.

There is no legal obligation to inform the police, though they may be able to give relevant support and advice. However, a school cannot knowingly allow its premises to be used for the production or supply of any controlled drug, or the preparation or smoking of cannabis or opium. Where it is suspected that substances are continuing to be sold on the premises, details regarding those involved, as well as much information as possible, will be passed to the Police.

The governing body will be involved in drug education and drug-related incidents in the same manner as any other matter concerning the direction of the school.

The Federation will consider each substance incident individually and recognise that a variety of responses will be necessary to deal with incidents. The school will consider very carefully the implications of any action it may take. It seeks to balance the interests of the pupil involved, the other school members and the local community. Permanent exclusion may be warranted as a final sanction when all other reasonable steps have been taken.

STAFF WELFARE

Regarding the welfare of staff, the school will follow the County Council Policy on drug and alcohol misuse as part of its health and safety policy, which is designed to reduce to a minimum the possible effects of substance misuse on the user, other employees and the environment.

The head teacher will take responsibility for liaison with the media, where required. As the issue of substance misuse is an emotive one, and is likely to generate interest from the local and national media, the school will take appropriate advice and guidance from the LEA press office and legal department to ensure that any reporting of incidents remains in the best interests of the young people, their families and the school.

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STAFF TRAINING

Staff awareness on drug related matters will be maintained through school based discussions and inset sessions, liaison with the school nurse and liaison with the LA's advisory teacher for drug education.

In general, staff having any concerns regarding drug related matters involving pupils or the school should discuss those concerns with the Headteacher at the earliest opportunity.

Daran Bland, Headteacher

Revised and updated: November 2006, July 2009 , January 2011, March 2015