



DRUGS MISUSE POLICY

MANAGING DRUG RELATED INCIDENTS

At Northfield Manor Primary Academy we do not condone the misuse of drugs, including alcohol. We are committed to tackling drug misuse among young people and any instances of possession, use or supply of illegal drugs on school premises will be regarded with the utmost seriousness.

Our guiding principles are:

- The safety and welfare of the staff
- The welfare of individual pupils deemed to be at risk
- The law concerning drugs
- Northfield Manor Primary Academy is a no smoking site
- Alcohol and tobacco are only allowed on school premises out of the reach of children
- Alcohol is only permitted to be drunk by staff at school social occasions, outside of school hours
- Pupils are not allowed to be in possession of, or use, tobacco, alcohol, matches, lighters, sniffable products, any illegal drug or any unauthorised medicines at any time.

DEALING WITH AN INCIDENT

Northfield Manor Primary Academy recognises the need to assess every incident on its own individual merits.

Factors which should influence the action take include:

- The amount of the drug
- The child's understanding of the situation
- The child's previous conduct

PUPILS FOUND IN THE POSSESSION OF SUBSTANCES

- Any substance suspected of being an illegal drug or recognisable as a legal drug is immediately confiscated in the presence of a witness. It is permitted by law for school staff to take temporary possession of a substance suspected of being a controlled drug for the purpose of protecting a pupil from harm and the offence of possession.
- A record of the incident is kept by the Head Teacher.
- No member of staff should attempt to analyse or taste an unidentified substance.
- The pupil is reported immediately to the Head Teacher who takes the lead role in deciding how to respond further.
- The Health Education Unit (0121 366 9955) is contacted to inform them and to seek advice
 - No member of staff is to comment about any drug related incident to the media or on social media
- In the vast majority of incidents the pupils' parents/carers are informed. Where it is suspected that in doing so it may place the child at risk, the designated senior teacher is informed and child protection procedures invoked. However parents and carers are the ones most likely to help a young person in controlling a drug-using habit and their support should be enlisted wherever possible.
- We will advise parents/carers of additional support, the family may want such as Mentor (Tel: 020 7553 9920 and FRANK (Tel: 0300 123 6600)



- In all instances the school police liaison officer should be contacted. The police are able to identify and dispose of substances; any substance confiscated will be given to police for disposal.

PUPILS THOUGHT TO BE UNDER THE INFLUENCE OF SUBSTANCES

- The pupil's welfare is of paramount importance in this situation and steps are taken to ensure the pupil is safe. Medical staff are contacted immediately.
- Staff dealing with an incident must remain calm and never do anything to raise the anxiety level of the pupil.
- THIS IS NOT THE TIME TO QUESTION THE PUPIL.
- Any substance the child has is removed. The substance is kept temporarily as this may aid any treatment needed.
- The above procedures for the possession of substances are followed.

In the instance of a parent being on site whilst under the influence, senior management are contacted and the police if necessary

This policy has been issued to and acknowledged by all staff. It will be reviewed annually or as circumstances or government directives direct.

Date agreed by the Governing Body:

Signed: Dave Duff 28/11/16

(Chair of the Governing Body)