



Drug Education Policy Guidelines inc. Incident Management

It is recommended that all schools should have a drug education policy. The following framework suggests the key elements that a school may wish to consider when developing a drug education policy.

Definition

It may be helpful to decide what you actually mean when using the term 'drug'. The information to support this statement may come from all areas of the school community, including the pupils.

Legal requirements

An outline of the related legal documents in association with drug education i.e. Education Acts, National Curriculum.

Rationale

Schools need to determine why they need a drug education policy and outline its purpose, for example

- To provide a clear framework for the teaching of drugs in school
- To establish procedures for responding to drug related incidents
- To determine and meet the needs of the pupils
- To inform parents of protocols
- To support staff in drug ed. Delivery and in the handling of Drug Incidents

Aims and objectives of the drug education programme

An opportunity to outline the key objectives and intended learning outcomes for pupils working on a co-ordinated drug education programme. This is different to the rationale of the policy as it is focussed on the learning intentions for the pupils.

Content and Curriculum

National Curriculum: An outline of the statements from the National curriculum science orders and from Citizenship curriculum for KS3 and 4, relating to drug education. There are also learning outcomes from the Literacy hour at KS1 and 2 that may be appropriate to include in this section.

PSHE and Citizenship framework: Statements from the non-statutory framework for the teaching of PSHE, relating to drug education.

Curriculum Links: Statement of where drug education relates to other areas of the curriculum, e.g. Science Orders.

Planned framework: An outline of how drug education is to be implemented across the key stages.

Methodology: An explanation of the teaching and learning styles to be used during drug education.

Monitoring and Evaluation: A statement to explain how the drug education scheme of work is to be monitored and evaluated, and how the impact on pupil progress is to be monitored and evaluated.

Resources: A list of resources available to use in the classroom, and mechanisms for monitoring and updating the use of resources.

External agency support: A statement to explain how external agencies may be used to support teaching staff in the delivery of drug education. This could be a sentence referring to a general policy on involving external agencies.

Incident Management *Ofsted will be making judgements on the effectiveness of the policy in relation to managing incidents

Responding to drug related incidents: An outline of procedures for responding to drug related incidents. E.g. pupils having access to drugs both legal and illegal. **Include examples of types of behaviour and the response to them.**

The involvement, under defined circumstance, of agencies, including the police

In what cases would the police be involved? How are support agencies used?

Health and Welfare Procedures: Within the response to incidents, there should be a statement regarding **Child Protection policy** and **confidentiality** guidelines. It is important to consider how parents and pupils are to be involved in the response to drug related incidents.

Geographical Boundaries of the school: It may be useful to define the area of the school boundary in this section of the policy, for legal purposes.

Medicine Policy: A statement to explain the school medicine policy may be appropriate, explaining where medicines are kept in school and who is responsible for administration. N.B. it is advisable that no member of staff should administer prescribed drugs, unless there are specific circumstances. In such specific cases it is advised that there is clear documentation from the carer.

Allergies, Asthma and prescribed drugs:

How do pupils manage asthma pumps and other prescribed drugs?

School Trips: A statement to explain procedures followed during a school journey or visit.

Legal Drugs: A statement to explain the school policy on smoking is required. Also it is advised that there is a statement to explain whether alcohol is permitted on the premises, and if so, how it is stored and when it is to be used.

Workplace Health:

Members of staff needs to be aware of procedures in relation to working and drug taking. Staff need to be clear how they may access support.

Whole school approaches to drug education

Involving Pupils: A statement to explain how pupils voice is used in the implementation of a scheme of work for drug education

Involving Parents: An outline of how the drug education policy and scheme of work is conveyed to parents and other interested sections of the school community.

Staff responsibilities: An outline of the role and responsibilities for all members of staff, and a clear outline of the role of the PSHE co-ordinator should be included.

Staff Training and INSET requirements: An explanation of how staff development needs will be identified and met.

Reference to other policies: Possible policies that may need to be referred to are;

- Behaviour, Child Protection, Confidentiality, PSHE, Working with external agencies

School Values: Explanation of how the drug education programme and policy links with, and is supported by, the school mission statement.

Review Process: A statement to explain how the policy is monitored and evaluated and when it needs to be reviewed. **And how the policy (or parts of) is made available to staff, pupils and parents.**