

Worlingham CEVC Primary School



DRUG RELATED INCIDENTS POLICY

Due consideration has been given to all children/adults/stakeholders with regard to the protected characteristics under the Equality Act 2010.

Date approved:	21.10.25
Name of Committee:	Personnel
Chair of Committee signature:	<i>Mr Martyn Fitt</i>
Date of next review:	Autumn 2026

Headteacher: Mrs Holly Marchand
School No. 935 3111

Worlingham CEVC Primary School

DRUG RELATED INCIDENTS POLICY

DEFINITIONS

For the purposes of this policy, our definition of drugs includes both illegal and legal drugs.

The Misuse of Drugs Act 1971 is the principle criminal law governing illegal drugs.

Class A drugs include;

Ecstasy, LSD, heroin, cocaine, crack, magic mushrooms and amphetamines (if required by injection).

Class B drugs include;

Amphetamines, cannabis, methylphenidate (Ritalin) and pholcodine.

Class C drugs include;

Tranquilisers, some painkillers, gamma hydroxybutyrate (GHB) and ketamine.

Also included are newer drugs known as New Psychoactive Substances aka 'Legal Highs.'

Legal drugs include alcohol, tobacco, butane gas, nitrates, medicines and glue.

THE NEED FOR A POLICY

It is commonly accepted that drug misuse is a feature of all communities and that our pyramid catchment area is no different. Drug misuse may be a problem for one child in a family, all the children or be a family problem. Drug misuse has implications for the entire community and can directly affect schools. Schools must not only plan a curriculum that educates pupils with the knowledge, attitudes and skills to be able to avoid misuse but also know how to respond and react to drug related incidents.

AIM OF THE POLICY

To clarify the procedures for dealing with drug related incidents, ensuring that such incidents are dealt with effectively and in the best interests of all concerned.

OBJECTIVES OF THE POLICY

- 1 To protect pupils from their own misuse of drugs.
- 2 To protect the rest of the school community from misuse of drugs.
- 3 To enable and encourage all concerned to seek advice and support.

PROCEDURES

Please refer to the poster 'Pathways of Action' (Appendix A). This poster is displayed in the staffroom and the medical room.

POSSIBLE INCIDENTS

The poster identifies the following possible situations;

- 1 Drugs are discovered on the school premises.
- 2 A pupil is found in possession of drugs.
- 3 An adult in school suspects a pupil of being under the influence of drugs.
- 4 A pupil discloses that they are misusing drugs.
- 5 A pupil discloses that a parent or guardian is misusing drugs.

- 6 A pupil discloses that a friend is misusing drugs.
- 7 An adult in school becomes aware that drugs are being sold in the vicinity of the school.

COMMUNICATION

In all incidents the Headteacher (or their Deputy) must be informed. The Headteacher will take responsibility for the action to be taken. Parents or guardians will normally be informed, however there may be situations when this is inappropriate (e.g. a disclosure that a parent is using or supplying drugs).

The Headteacher will inform the Chair of Governors.

SPECIFIC ACTION TO BE TAKEN

The seven situations will require specific action.

- 1 Drugs are found on the premises:
 - Inform Headteacher.
 - Store drugs securely.
 - Seek police advice.
- 2 A pupil is found in or suspected of being in possession of drugs:
 - Do not leave the pupil alone to monitor welfare.
 - If a pupil is suspected of being in possession of drugs a pupil can be invited to empty their pockets or bags, it must be done in the presence of a second member of staff of the same gender. One member of staff should be a member of SLT.
 - Confiscate drugs.
 - Inform Headteacher.
 - Store drugs securely.
 - Inform police.
 - Inform parents.
 - Inform social services via MASH
- 3 A teacher or other adult suspects a pupil of having taken drugs:
 - Do not leave the pupil alone (for their own personal safety).
 - If the pupil is ill or at risk of harm (e.g. unconscious, having trouble breathing, seriously confused or disorientated) the school's first aid procedures should be followed which might include the telephoning for an ambulance.
 - Inform Headteacher.
 - Inform police.
 - Inform parents.
 - Inform social services via MASH
- 5 A pupil discloses misuse of drugs:
 - Inform Headteacher.
 - Inform parents.
 - Inform Social Services via MASH
 - Police do not need to be informed but their advice may be useful.

- 6 Drugs are on sale in the school vicinity:
- Inform the Headteacher.
 - Inform the police.
- 7 A member of staff is in possession of drugs or suspected of using drugs the Headteacher will be informed, who will contact the police and inform MASH.

RECORDING OF INCIDENTS

It is recommended that schools use the 'Record of drug related situation' sheet.

SANCTIONS

The school may consider that a sanction or punishment is appropriate. In some cases, an exclusion may be necessary if the incident has or is likely to put the health and safety of other pupils or adults in school at risk.

STAFF TRAINING

The schools Designated Safeguarding lead is responsible for staff training which will be conducted on an annual basis as part of the Safeguarding training. It is important that all staff receive training on these procedural guidelines for dealing with drug related incidents. A copy of the policy is available to all staff and displayed in the Staffroom.

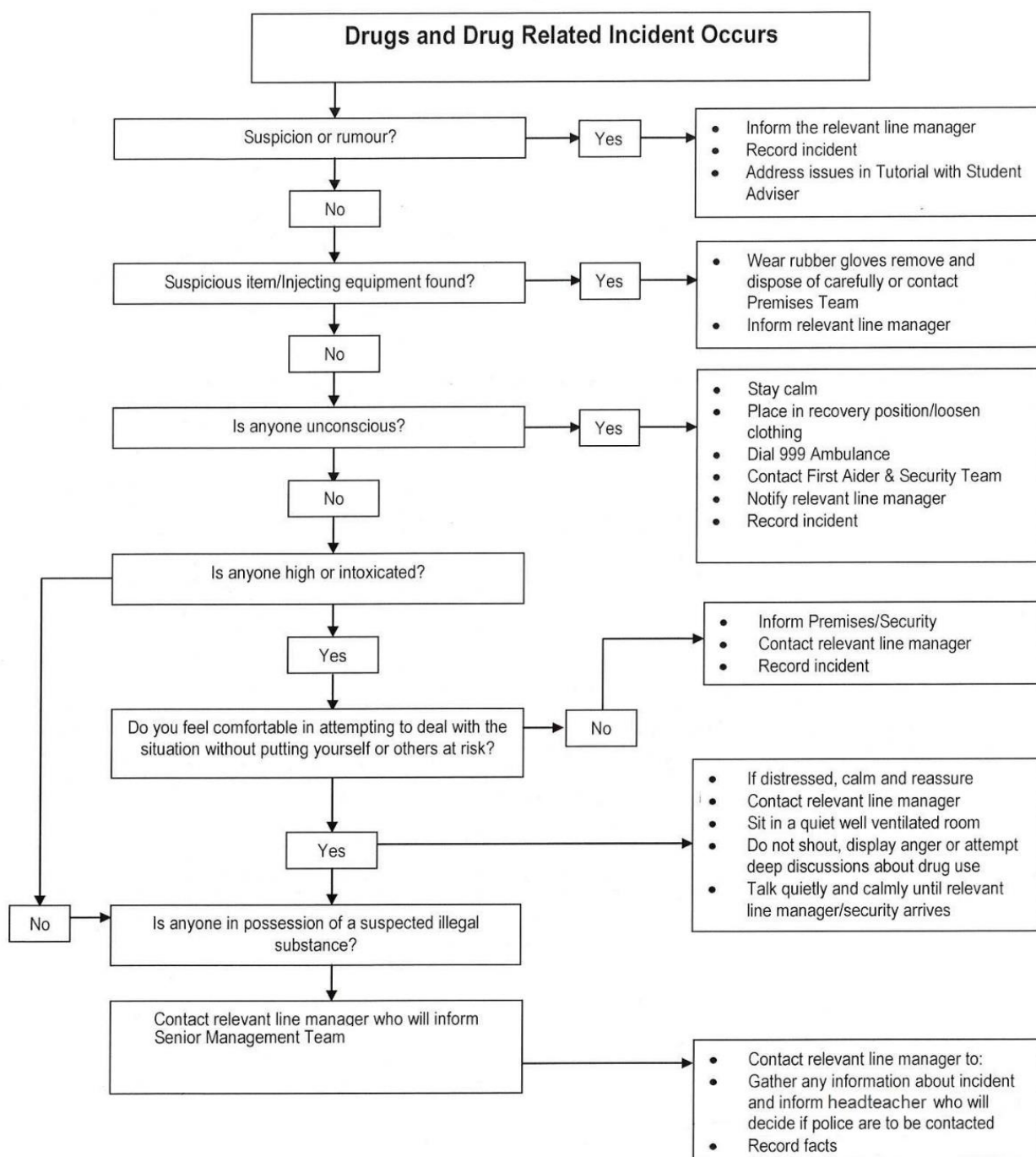
SAFEGUARDING

If a school believes there is a safeguarding issue (i.e. where the pupil is thought to be suffering or at risk of suffering significant harm) then Social Services should be informed via MASH.

USEFUL TELEPHONE NUMBERS

SUFFOLK POLICE	101
SOCIAL SERVICES	0808 8004005
NATIONAL DRUGS HELPLINE	0300 1236600
TURNING POINT (Suffolk Recovery Network)	0300 1230872
http://www.turning-point.co.uk/suffolk-recovery-network.aspx	
BURE CENTRE	01603 671901

Pathways of Action



Addendum

Addition to Appendix A – Second Box right hand side

- Wear rubber gloves remove and dispose of carefully with long armed forceps or contact Premises Team
- Inform relevant line manager

Staffroom poster updated.

WORLINGHAM CEVC PRIMARY SCHOOL

SAFEGUARDING STATEMENT TO ACCOMPANY POLICY DOCUMENTS

Throughout this policy runs our commitment to safeguarding the well being of all our pupils at Worlingham CEVC Primary School. The values, beliefs and ethos of Worlingham Primary School are shared by all members of staff and the adherence to the guidance as stated in the school's Safeguarding Policy is of paramount importance.

The wellbeing and safety of pupils has a positive impact on their attendance, behaviour, their own Health and Safety, learning within the school environment as well as on educational visits.

Throughout the curriculum children are taught how to manage risk and how to keep themselves safe. The children know that if they need help they can talk to a member of staff at school. Children are taught how to keep themselves safe whilst using ICT equipment and are instructed to report any inappropriate material to the member of staff leading the session.

Children who have an identified SEN which creates difficulties with communication may need additional support in expressing concerns to a member of staff. Staff will need to follow the guidance in the safeguarding policy when dealing with a disclosure, taking into account the ability of the individual.

A copy of the Safeguarding policy can be found on the school website, in the Headteacher's office and also the staff room. This policy provides comprehensive detail in identifying types of abuse and the procedures that need to be followed.

Within the Safeguarding Policy is a section on The Prevent Duty and what it means for our School.