

St Mary's P.S. Draperstown

DRUGS EDUCATION POLICY

INTRODUCTION

In St. Mary's P.S. we feel that Drugs Education is relevant and important. It is our responsibility to provide opportunities for the pupils to acquire the knowledge, understanding and skills to enable them to consider the effects of drugs on themselves and others, and to make informed and responsible choices within the context of a healthy lifestyle.

DEFINITION

For the purpose of this policy statement the term "drugs" will include any substance which, when taken, has the effect of altering the way the body works or the way a person behaves, feels, sees or thinks. As well as everyday substances such as tea and coffee, drugs include:

- alcohol and tobacco;
- "over-the-counter" medicines such as paracetamol;
- prescribed drugs such as antibiotics, tranquillisers, inhalers and ritilin;
- volatile substances, such as correcting fluids/thinners, gas lighter fuel, aerosols, glues and petrol;
- controlled drugs, such as cannabis, LSD, ecstasy, amphetamine sulphate (speed), magic mushrooms (processed), heroin and cocaine; and
- other substances such as amyl/butyl nitrate (poppers) and unprocessed magic mushrooms.

ETHOS

The school drugs policy is not considered in isolation from other curricular and pastoral policies, but reflects an integrated and consistent approach to the overall education and well-being of the children in St. Mary's P.S. Draperstown.

Drugs Education is a whole curriculum issue and a key aim of our policy is to ensure that the key messages are reinforced in all aspects of school life.

The policy aims to ensure that the procedures and programmes that are put in place are appropriate to the needs of the children, including those with special educational needs. It also reflects local circumstances as well as current knowledge and attitudes towards drugs.

AIMS AND OBJECTIVES

The key aim of our policy is to ensure that the key messages about drugs education are reinforced in all aspects of school life.

Our objectives are:

- To promote positive attitudes towards personal health
- To inform pupils of the effect of 'drug' abuse
- To help pupils acquire decision-making skills
- To help pupils distinguish between useful and harmful drugs and consider their use, abuse, benefits and harm
- To help develop skills that will empower pupils to take responsibility for their own health and safety

ROLES AND RESPONSIBILITIES

The Role of the Staff

- Each member of staff has a key responsibility for the delivery of the Drugs Education programme within their own class.
- If an incident arises the staff member should deal with any emergency procedures if necessary.
- Any information, substance or paraphernalia received should be forwarded to Mrs B Heron.
- A brief factual report of the suspected incident should be completed and forwarded to Mrs B Heron.

The Role of the Designated Teacher

- Mrs B Heron is the Designated teacher for Drugs Education in St.Mary's P.S.
- The duties of the designated teacher include the oversight and planning of curricular provision, in compliance with statutory requirements.
- Mrs Heron is also responsible for the co-ordination of the school's procedures for handling suspected drugs related incidents and the training and induction of these procedures with new and existing staff.
- Mrs Heron is the contact point for outside agencies working with the school in this area.
- In the event of a suspected incident, Mrs Heron will complete a factual report and forward it to the principal.

The Role of the Principal

- It is the role of the principal to determine the circumstances of all incidents but it is the role of the P.S.N.I. to investigate any criminal offence.
- In any suspected drugs related incident the principal will contact the parents/guardians of those pupils involved. The police will be contacted in any incident involving a controlled drug.
- The principal is responsible for the welfare of the pupil(s) involved and the other pupils in the school.

- The principal is responsible for the handling, storage and safe disposal of any drugs/drugs related paraphernalia.
- In the event of a suspected incident, the principal will inform the Board of Governors, agreeing any appropriate pastoral /disciplinary response.
- In the event of a suspected incident, the Principal will complete a written report forwarding a copy to Philip Hewitt, N.E.E.L.B. and C.C.M.S.

PROGRAMME

At St. Mary's P.S. Draperstown, our Drugs Education Programme aims to:

1. Introduce opportunities for pupils to enhance their self-respect, personal competence and self-esteem by encouraging the development of:
 - Positive attitudes and behaviours towards themselves and others;
 - Skills and behaviours which enable them to communicate effectively and assert themselves;
 - The ability to make responsible decisions, identify risks, help others, and cope with pressures and influences
2. Ensure continuity and progression in the knowledge, understanding, skills, attitudes and values being addressed.
3. Ensure that the content and teaching methods used are appropriate to the age, maturity and experiences of the pupil.

MANAGEMENT OF INCIDENTS

Individual Staff Member

- Assess the situation and decide action.
- Secure First Aid and send for additional staff support if necessary.
- Make situation safe for all pupils and other members of staff.
- Carefully gather up any drugs and/or associated paraphernalia/evidence however **never** search a pupil's bag or property without consent.
- Pass all information/evidence to Mrs B Heron.
- Write a brief factual report of the incident and forward it to Mrs B Heron.

Teacher Responsible

- Respond to first aider's advice/recommendations regarding the incident.
- In the case of an emergency inform parents/guardians immediately
- Take possession of any substance(s) and associated paraphernalia found. Do not search pupil's bag or property without consent.
- Inform principal.
- Take initial responsibility for pupils involved in suspected incident
- Complete an incident report form and forward to principal

Principal

- Determine the circumstances surrounding the incident
- Ensure the following people are informed where relevant:
 - parents/guardians
 - community and school's involvement officer (CSIO)
 - Board of Governors
 - Designated officer in N.E.E.L.B./C.C.M.S.
- Agree pastoral and disciplinary responses including counselling services/support
- Forward a copy of the incident report form to the chairperson of the Board of Governors and N.E.E.L.B. and C.C.M.S.
- Review procedures and amend if necessary

EMERGENCY FIRST AID PROCEDURES

If someone is in difficulty as a result of misusing drugs:

- It is important to find out what has been taken as this could affect emergency aid.
- If the pupil has taken a depressant drug e.g. solvents, painkillers, alcohol, it is likely that they will be drowsy or unconscious. If the pupil is drowsy it is important to try to keep them awake – by getting them to walk, talking to them, or applying a cool damp towel to the back of their neck. They should not be given anything to eat or drink as this could lead to vomiting or choking.
- If they become unconscious, put them into the recovery position, clear the airway, if blocked, loosen clothing and **CALL FOR AN AMBULANCE IMMEDIATELY**. Keep checking on any changes to pulse and breathing rates.
- If they stop breathing begin mouth to mouth resuscitation. Stay with the pupil until the ambulance crew arrive and then tell them all the facts.
- If the pupil is panicking or showing signs of distress try to reassure them. It is important that they calm down and relax. Get them to breath in and out deeply and slowly.
- If hyperventilation occurs get them to breath in and out of a paper bag.

PROCEDURES SURROUNDING THE USE OF VISITORS TO THE SCHOOL

- All outside agencies must be vetted using the set procedure before coming into contact with children in the school.
- It is important that staff are fully informed of the exact content of programmes being presented to pupils by outside agencies.
- All outside agencies need to be aware of the policy and scheme used in St. Mary's P.S. Draperstown.
- A teacher must always be present when a visitor is talking to or working with a group of children.
- Outside agencies must be made aware that they cannot ensure confidentiality if a disclosure is made when working on school premises.
- Parents must be informed of all outside agencies working with their children.
- The outside agency should carry out an evaluation of their programme in the school.

ADMINISTERING PRESCRIBED MEDICATION

We seek at all times to ensure the child's well-being. Therefore there may be occasions when a child requires medication, which needs to be administered during the school day.

There are two categories to be considered:

1. Children who require emergency medication on a long-term basis because of the chronic nature of their illness e.g. asthma and epilepsy.
2. Children who are suffering from casual ailments e.g. coughs and colds.

RESPONSIBILITY

Parents are responsible for the administration of medicine to their children. If a child needs medicine at lunchtime, they should return home for this or the parent should come to school to administer the medicine.

Staff may supervise the administration of medication during the school day only if it is absolutely necessary e.g. asthma medication.

Staff are not obliged to dispense medicines; any involvement would be on a purely voluntary basis.

PROCEDURES

If a child requires medication, the parents must:

1. Fill out the chronic or short term medicines form.
2. Bring the medicines to the school in a properly labelled container which states the name of the medicine, the dosage and the time of administration.
3. Demonstrate to staff how to administer the medication.
4. Sign a consent form authorising staff to supervise the administration of medication.

STORAGE OF MEDICINES

Medicines will be stored in a secure place in each classroom in line with Health and Safety regulations.

MONITORING AND EVALUATING

It is recognised that the policy may have to be reviewed and amended if necessary in the event of a drugs related incident.

APPENDIX 1

ST.Mary'S P.S. Draperstowm

DRUGS INCIDENT REPORT FORM

FACTUAL ACCOUNT OF EVENTS

SIGNED _____

DATE _____

APPENDIX 2

ADMINISTRATION OF MEDICINES

ST.Mary's P.S. Draperstown

Pupil's Name _____ Pupil's Class _____

Medical Condition of son/daughter _____

Name of medicine _____ Dosage _____

Times of administration each day: _____

Duration of course _____

Has your son/daughter taken this medicine before?

Yes / No (please delete)

If yes, have they ever had any allergic reaction to it?

Yes / No (please delete)

Should this medicine be stored in a fridge?

Yes / No (please delete)

I give the appropriate teachers in the school my permission to supervise the administration of the above named medicine to my son/daughter at the times specified above.

Please ensure that the medicine is clearly labelled with your son/daughter's name, class, name of medicine, dosage and times of administration.

Signed _____ (Parent/Guardian) Date _____

GP's contact telephone number _____

Please complete contact details on reverse side

ADMINISTRATION OF MEDICINES
ST.Mary's P.S. Draperstown

Contact Parent's Details

Name: _____

Daytime Telephone Number: _____

Daytime Address: _____

Second Contact Person's Details

Name: _____

Daytime Telephone Number: _____

Daytime Address: _____

APPENDIX 3

MEDICAL PLAN **ST.Mary's P.S. Draperstown**

Pupil's name _____ Class _____

Date of birth _____

Condition _____

CONTACT INFORMATION

Contact Parent's Details

Name: _____

Daytime Telephone Number: _____

Daytime Address: _____

Second Contact Person's Details

Name: _____

Daytime Telephone Number: _____

Daytime Address: _____

Clinic / Hospital Contact

Name: _____

Phone Number: _____

G.P.

Name: _____

Phone Number: _____

DETAILS OF CONDITION

Describe conditions and give details of pupil's individual symptoms:

Daily care requirements:

Describe what constitutes an emergency for the pupil and the action to take if this occurs:

Follow up care:

Who is responsible in an emergency?:

SIGNED: _____ Parent/Guardian

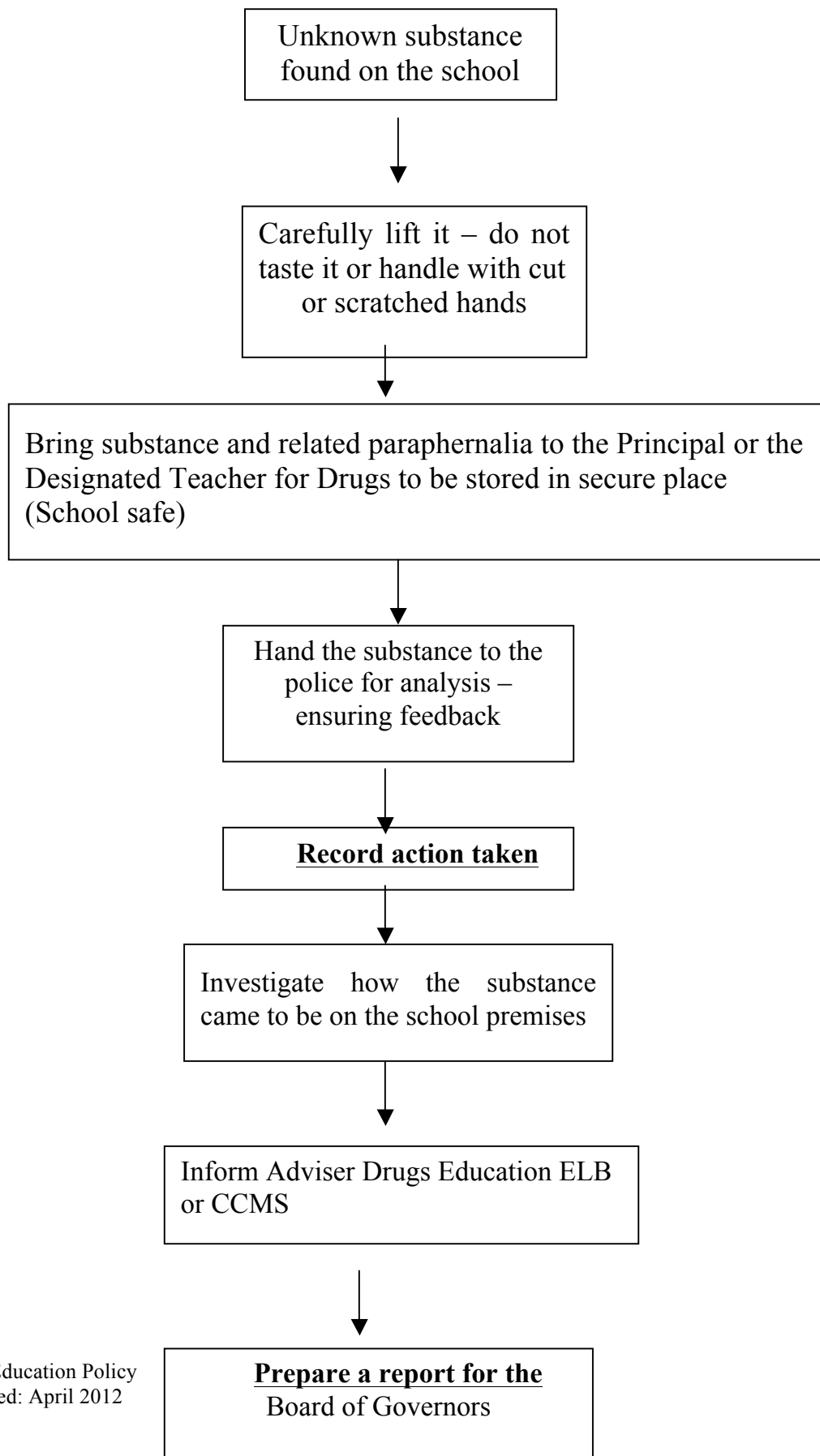
_____ Teacher

_____ Principal

_____ Nurse/Doctor

APPENDIX 4

Finding a substance on the school premises



APPENDIX 8

Pupil suspected of having taken drugs in school

