Rosstulla School



**‘Together Towards Tomorrow’**

**Drugs Policy**

# Agreed by Governing Body November 2021.

Chairperson Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:

**Context of School**

Rosstulla School caters for pupils with Severe and Moderate Learning Difficulties and complex needs, whose ages range from 3 years to 17 years.

**Definition of Drugs**

Drugs are any substance (including alcohol, tobacco, over the counter and prescribed medication, ‘legal highs’, volatile substances and controlled drugs) which, when taken, effects the way a person behaves, feels, sees or thinks.

**The School’s Attitude to Drug Use**

We acknowledge that drugs misuse impacts on all communities in Northern Ireland regardless of gender, cultural or social boundaries.

Rosstulla will not tolerate the use of any drugs other than those which are prescribed or administered, with parental consent, by school staff for medical reasons. The following ‘legal’ drugs are not acceptable in school – volatile substances (glue, petrol, gas lighter fuel, correcting fluid etc.) ‘poppers’, magic mushrooms, cannabis, ‘legal highs’ alcohol and cigarettes. Use of any of these or any illicit drugs will result in disciplinary action being taken.

Governors, staff, parents and carers have a duty of care towards all members of the Rosstulla community. Any suspicions of drug or substance misuse should be reported to the designated teacher.

A student who presents in school and appears to be under the influence of either drugs or alcohol will be subject to Appendix 3 of this policy.

Parents/Carers who present in school and appear to be under the influence of either drugs or alcohol will not be permitted to take their son/daughter from school and may be reported to the PSNI if it is considered that the parent/carer may place others at risk or is suspected of being in possession of a ‘controlled drug’

Staff should not present in school under the influence of drugs or alcohol. If it is suspected that a member of staff is under the influence of drugs or alcohol they will not be permitted to take a class and advice may be sought from the Education Authority (EA). Staff may be reported to the PSNI if it is considered that the staff member may place others at risk or is suspected of being in possession of a controlled drug.

Controlled drugs are identified in Appendix 1.

**Roles and Responsibilities.**

**Designated Teacher**

The designated teacher is responsible for:

* Oversight and co-ordination of the planning of curricular provision
* Liaison with staff responsible for pastoral care
* Contact point for outside agencies in relation to a drug incident or drugs education
* Overseeing the drugs policy
* Training and induction (with specific reference to this policy) of new staff
* Coordinating procedures of the school’s procedures for handling a drug related incident
* Receiving any substances/ paraphernalia found on school premises
* Compiling a factual report for the attention of the principal in relation to the incident
* Liaising with staff and outside agencies ensuring that adequate numbers of staff are trained in the necessary first-aid skills to cope with an individual under the influence of drugs
* Ensuring that all staff are aware of procedures in relation to drugs incidents

**Principal**

* Determine the circumstances of all incidents
* Contact parents/carers of student/s involved
* Ensuring close liaison with PSNI
* Welfare of all students
* Handling, storage and safe disposal of any drugs paraphernalia
* Informing Board of Governors and agreeing any pastoral/disciplinary response
* Reporting incident to EA
* If appropriate forwarding a written report to the Board of Governors and EA designated officer

**Board of Governors**

* Foster and support the development and review of the drugs policy and education programme by collaborating with appropriate staff, students, parents/carers
* Facilitate consultative process on effectiveness and quality of policy
* Examine and approve policy prior to implementation
* Review policy and ensure that it is published
* Full awareness of and training in suspected drug related incidents and appropriate disciplinary response
* Have a designated governor for drugs (Safeguarding Governor)

**Responsibilities of the Curriculum Leaders (Primary & Secondary Leaders)**

* Ensuring that the curricular aspects of the policy are being implemented and that an appropriate programme of study is being taught throughout the school.
* liaising with staff and with outside agencies in relation to drugs education (outlined in drugs: guidance for schools in Northern Ireland)
* liaise with the ‘designated person’ regarding the implications which any drug-related incident may have on the school’s programme.

**Designated Teacher for Drugs** (for a list of duties see Appendix 2)

Mrs Fryers is the designated teacher. Mrs Jamison and Mrs Sloan are the deputy designated teachers.

The designated teacher should be consulted immediately if there is any suspicion re drug misuse. Staff should not endeavour to ascertain if a substance is a controlled drug.

**Procedures for Dealing with Drug Related Incidents**

A suspected drugs related incident includes:

* Inappropriate behaviour that may be drug related
* An allegation of a drugs related incident
* Possession of, possession with intent to and/or supply controlled drugs
* Possessing/finding drugs related paraphernalia

Where there are reasonable grounds for suspicion, drug-related incidents will be dealt with as identified in the CEA/ Department of Education 2004 publication ‘Drugs: guidance for schools in Northern Ireland’ (See appendix 3 of this policy).

# (This circular has been superseded by Circular 2015/23 - Drugs guidance)

Parents/Carers will be expected to support the school in all disciplinary measures taken. The role of school personnel when dealing with drugs related incidents is clearly outlined in the issued guidance.

A copy of the guidance is available for inspection from Mrs Fryers.

The school will work in liaison with the PSNI (who are responsible for investigating suspected drug related incidents in school) and the EA designated officer for drugs.

**Smoking on School Premises.**

Rosstulla has operated a smoke free policy from 30th April 2007. Staff, visitors and contractors are expected to adhere to the policy both in the school building and on the school grounds.

Students are not permitted to smoke during the school day – this includes after school clubs/activities e.g. the school formal, residentials, or when attending the learning community.

This smoking ban also includes all electronic cigarettes

**Management of Solvents in School**

Careful consideration will be given to the choice of materials e.g. felt tipped pens, correcting fluid, glue etc. used in the classroom.

Substances used in the cleaning and maintenance of the school will be stored in their original containers, clearly labelled and kept in locked stores when not in use. Cleaners’ trolleys will not be left unattended e.g. in corridors when students are on school premises.

**Policy on Administration of Medicines**

Available for inspection from Mrs Fryers.

**Training of Staff, Parents and Governors in Recognition of Drugs and their Symptoms**

All teaching staff and assistants will receive training in the recognition of drugs and their symptoms. Parents and governors will be invited to attend the training.

**Drugs Education**

All members of the school community have a role to play in ensuring that drugs education is delivered to students of all ages. Students should be educated in the legal/health implications of substance/drug use and/or possession and supplying to enable them to make an informed choice.

Drugs education is seen as an important aspect of the school’s curriculum. Students should be fully educated in the realities of substance/drug abuse in order to protect them from the harm associated with their use and misuse.

Parent/carer engagement is crucial in ensuring the success of drugs education.

**Overview of Drugs Education**

In Rosstulla, drugs education is part of the PSHE and PDMU programmes. Much of the teaching will be classroom based, using a variety of active pupil-centred methods. Visiting speakers, with relevant expertise in this area, will, on occasions, contribute to the programme. The programme will be structured to the level and maturity of the students involved.

The programme will be reviewed as part of the planning cycle and changes made if appropriate.

**Consultation and Review**

The policy will be reviewed annually in line with all pastoral policies or if a drug related incident has occurred in school. Training for staff and Governors will be held annually along with Safeguarding training.

**Appendix 1: Controlled Drugs by Class**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Class A** | **Class B** | **Class c** |
| **Principal Drugs Included** | Opium  Heroin/ Methadone  Cocaine/Crack  LSD  Ecstasy  Processed Magic Mushrooms  Cannabis Oil  Class B drugs prepared for injection | Amphetamines e.g. Ritalin  Barbiturates  Codeine | Mild Amphetamines  Anabolic Steroids  Benzodiazepines (e.g. Temazepan, Diazepam)  Some stimulant anti-depressant and slimming pills  Cannabis Resin  Cannabis Herb  GHB (Gamma hydroxyl butyrate) |

**Appendix 3: Managing an Incident**

Staff Member

• Assess situation and decide action

• Secure first aid and send for additional support staff if necessary

• Make situation safe for all students and staff members

• Carefully gather up any drugs and/or paraphernalia/evidence. Pass all information and evidence to the designated teacher for drugs

• Write a brief factual report of the incident and forward it to the designated teacher.

Designated Teacher for Drugs (DDT)

• Respond to first aiders guidance

• In the case of an emergency immediately inform parents/carers/next of kin

• Take possession of any evidence found

• Inform Principal

• Take responsibility for students involved in the incident

• Complete an incident report form (Appendix 14 in drugs: guidance for schools document) and forward it to the Principal

Principal

• Determine the circumstances surrounding the incident

• Ensure that the following are informed:

Parent/carer/next of kin

Community and Schools Involvement Officer (PSNI) PSNI Tel No: 90650222 Ext 30319

Board of Governors Dr A Preston

• Agree pastoral and disciplinary responses including counselling services and support

• Forward a copy of the incident report form to the chairperson of the Board of Governors and the designated officer in the Education Authority

• Review procedures and amend if necessary

**Confidentiality must be observed by all staff members.**