

Lismore Comprehensive School



"Caring and Learning Together"

DRUGS EDUCATION POLICY

Lismore Comprehensive School

Drugs Education Policy

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Drugs Education Policy

SECTION 1

Introduction

Our goal in Lismore is to stimulate a better informed and intelligent public awareness of what we believe is an important issue in the health and stability of our local community and many of its young people. We in Lismore seek to achieve this goal by educating our young population to make informed and healthy decisions. We as a school community will adopt the following policy and procedures in relation to drug abuse.

Rationale

In today's society many young people are exposed to glamorous and unrealistic messages in relation to drugs and their effects. This often leads to misuse and abuse by impressionable and vulnerable young people. Whilst we recognise that parents are the primary educators of their children, we realise that our school is well placed to provide strong support and care in the area of substance misuse. As such we encourage all pupils to develop personal and social skills that will enable them to make informed decisions regarding substance misuse. We recognise that an asserted approach for supporting young people in substance education is to create an ethos within Lismore which promotes individual empowerment, and values, such as tolerance, openness, honesty, respect and caring for ones self and others.

Aims

- To establish abstinence/prevention as the main approach to drugs misuse;
- To establish an environment free from the misuse of all drugs;
- To provide guidance on the protocols to be used in suspected or real drugs misuse.

Objectives

- To provide factual information and knowledge about drugs;
- To establish and develop personal, social and moral skills that will enable a young person to make positive, informed decisions
- To embed the values of tolerance, openness, honesty, respect and caring for oneself and others

These three objectives are intertwined and mutually supportive.

SECTION 2

Legal Legislation

It is the policy of Lismore school to comply with the legal requirements laid down in The Misuse of Drugs Act (1971) and other relevant legislation. In keeping with requirements we will publish relevant sections of our Drugs Education Policy in our school prospectus. A copy of the policy may also be obtained from the school.

The Range of Drugs

A drug is any substance which when taken, alters the way a pupil behaves, feels sees or thinks.

- Illegal drugs are those substances listed by law as controlled drugs – cannabis, ecstasy, heroin, cocaine, mephedrone and magic mushrooms are examples.
- Illicit drugs include socially unacceptable legal drugs – poppers, solvents, underage drinking of alcohol and tobacco use are examples.
- Prescription drugs are those which are issued on prescription by a doctor – over the counter drugs – tranquilisers, sleeping tablets & strong pain killers are examples.

Whole School Approach

It is the view of Lismore school that education surrounding drugs misuse should not be taught in isolation, but rather as an integral part of our Personal Development Programme. This involves developing a set of values and skills that will aid in producing rounded 'whole' pupils - physically, intellectually, emotionally and spiritually. The aims stated above are fulfilled through pupils' experiences in the taught curriculum, the informal curriculum and through opportunities in extra-curricular activities.

Our programme will be continually reviewing the needs of pupils and will advocate:

- Frequent re-emphasis placed on tobacco and alcohol abuse;
- In addition to the knowledge of the effects of drug misuse, emphasis will be placed on the social effects of drug taking and how it impacts on individuals, on family life and on society;
- The personal skills, which underpin the positive ethos of Lismore's community.

We will seek to provide opportunities for the personal growth of our pupils by following the guidelines of our Pastoral Policy:

- Raising self esteem;
- Valuing of themselves and others;
- honest acknowledgement of feelings and emotions;
- ability to care and co-operate with others.

SECTION 3

Drug Education within Lismore's curriculum – the delivery and organisation of the programme

The following whole-school programme indicates the curriculum input:

- **PD Programme at KS3** – Drugs awareness theme – there are 14 lessons and tutors are expected to visit two lessons per year which focus on drugs information. (*Appendix 1*)
- **PD Programme at KS4** – managing risk theme – six lessons to select from. (*Appendix 1*)
- **PD Post 16 Year 13 & Year 14** - Two drugs education lessons per year
- **Learning for Life & Work** – PD Unit within GCSE course.
- **English KS3** – The relevant issues and individual incidents of substance misuse that occur in novels, plays and poems will be focused on. Examples are 'My Papa's Waltz' in Year 8.
- **English KS4** - Coursework assignments at GCSE level on issues such as drugs and alcohol may be set.
- **Science KS3** - Science Pathways NI: Tobacco & Alcohol misuse unit.
- **Science KS4** - DA Science: Health, Smoking & Drugs unit / SA Science Staying Alive Module A: Drugs & Health Education.
- **Science post 16** – AS Biology Smoking & Heart Disease.
- **Religious Education – KS3 (Y8)**: The following units are taught: Choices & Morality / Influences on our sense of right and wrong / Celebrating my gift of life/ Building self respect & self esteem. Year 9: The Ten Commandments / Developing your conscience. Year 10: Human life is sacred / Addiction effects on individual, family and community.
- **RE KS4** – GCSE unit delivered on Christian values
- **Home Economics KS3** - Year 10 Healthy Choices Module
- **Child Development KS4** - Pre-conceptual care – dangers of smoking, alcohol and drug use.

After school activities and school projects have in the past included an awareness of drug education studies (Civic Link Project, Co-operation Ireland). A Drugs education update is given to the parents of our new Year 8 pupils during the two-year cycle of the DELTA programme.

Given resources and opportunities we will consider continuing our partnership work with a focus on community issues surrounding drug abuse.

In addition we offer counselling and support for pupils to explore their own attitudes and values as well as opportunities to discuss any drug related problems they may have. This is generally done through our Pastoral system and pupils are informed that confidentiality cannot be guaranteed.

An 'action plan' of support may be agreed between the pupil, their parents and a member of the Pastoral team. This monitoring system will be reviewed regularly. (*Appendix 2*)

SECTION 4

Roles and Responsibilities

A response to a drugs-related issue is not just the responsibility of teaching staff within this school. We use a multidisciplinary approach to deal with all issues relating to drugs misuse. Included are:

- Board of Governors
- Principal
- Designated Teacher for Drugs Education
- Personal Development Co-ordinator
- Designated Teacher for Child Protection
- All Members of Staff
- External Agencies

The Designated Teacher for Drug Education is responsible for the co-ordination of the arrangements to deal with individual cases of suspected and actual drug misuse.

Their role includes:

- Co-ordination / assisting with planning of curriculum provision;
- Implementing procedures as outlined in this policy for dealing with an incident;
- Receiving any substance found in Lismore or trips associated with Lismore;
- Regularly updating staff on the policy and procedures for dealing with a drug-related incident;
- Liaison with the Principal on any drug-related matter;
- Liaison with other staff responsible for Pastoral care;
- Liaison with external support agencies in relation to drug related incidents;
- The delivery of training for all staff & the induction of procedures with new staff;
- Completing and storage of our 'incident report form' (*Appendix 3*) and reporting to SMT and Pastoral team; (*Appendix 4*)
- Reviewing and updating the policy.
- **The Principal of Lismore** will have overall responsibility of ensuring that the Drug Education policy is enacted. This role, in tandem with the Board of Governors will ensure that all legislative orders and responsibilities from our Employers - CCMS and the Department of Education are enshrined and acted upon.

The Board of Governors may well wish to invoke disciplinary sanctions to a pupil(s) involved in misuse of drugs, according to our School Discipline Policy.

In the absence or unavailability of the Designated Teacher for Drug Education the Principal will fulfil the procedural role.

SECTION 5

Responding to Misuse of Drugs and Related Incidents

In the unlikely event of an incident occurring we will follow the practices and procedures stated in the Misuse of Drugs Flowchart. (*Appendix 5*) In addition, parents/guardians will be immediately notified as will the Board of Governors and the PSNI in order that investigations into the source of, and possible trafficking in, illegal substances can be expedited.

Our policy in these matters is to proceed with the utmost discretion and sensitivity bearing in mind the need to protect the rights of the pupil concerned, their families and our school. However, it will be made clear to our pupils that no guarantee of confidentiality can be offered if he/she discloses to a Lismore employee that he/she is taking drugs.

Due to the seriousness of substance misuse, any incidences/knowledge will be reported to the Designated Teacher or Principal who will ensure that proper action is taken to protect that pupil.

Staff are not permitted to search pupils' clothing or possessions. They may search school property but not personal belongings. A search of pupils' personal belongings including schoolbag, blazer should only be made with the pupil's consent. Such a search should be only made in the presence of the pupil and another adult (teacher / parent/police officer).

It is acceptable to **ask** the pupil to empty pockets and/or schoolbag.

As safety is paramount teachers must not attempt to detain the pupil by duress and signed 'statements' are not permitted without parental or police presence.

A suspected drug related incident is described as:

- Suspect drugs or suspicious items found on the school premises;
- A pupil(s) suspected of being in possession of drugs on the school premises or under the supervision of staff on an 'out of school trip';
- A pupil(s) found to be in possession of drugs;
- A pupil(s) suspected of being under the influence of drugs.

Procedures to be followed: (See Appendix 5)

1. **Pupils under Influence - ensure immediate safety of pupil and others, and administer** first aid if and when necessary. The Designated Teacher/Principal should then be informed, followed by parents.
2. **Pupil Suspected/Known to be in Possession of a Drug - pupil will be asked to surrender** the drug whereupon it will be placed under lock and key until collected by the Police. Upon refusal to comply, the pupil will be escorted to the Designated Teacher/Principal who will make a further request. Upon refusal by the pupil to accompany a responsible adult to the Designated Teacher/Principal, the Principal will be sent for while the adult remains in close proximity to the pupil.
3. **Pupil Dealing** – Our Designated Teacher/Principal should be informed immediately whereupon the Police will be contacted.

Media

The Principal will take responsibility for liaison with the media. If we receive an enquiry from the media, the caller will be referred only to the Principal. When responding to the media the privacy of pupils will be respected and short, factual statements will be given.

Recording and Referral / Reporting (See Appendix 3)

The following will be informed when an incident of controlled drugs misuse occurs on Lismore's campus or on a school-trip associated with the school.

- Parents / Guardians
- Board of Governors
- PSNI
- Designated Officer in both the SELB & CCMS.

A pro-forma (*Appendix 6*) will be used to record and refer information to both the SELB and CCMS.

SECTION 6

Managing External Agencies

We acknowledge the importance of ensuring that any external agencies used to support our work with young people must adhere to the values and ethos particular to our school. A checklist is included. (*Appendix 7*)

We will be aware of the importance of a contract being agreed upon by all contributory parties and the teacher will always be present when a visitor to the school is presenting or talking to a class or Year group. External Agencies will be asked to complete a pro forma (*Appendix 8*).

SECTION 7

Safety in School

Lismore School has several qualified First Aid personnel who are known to all staff and are easily accessible. This list is published by our Health & Safety Officer and is available to staff at the beginning of each academic year.

All drugs and associated paraphernalia will be collected, stored under lock and key and delivered to the PSNI by the Designated Teacher for Drug Education and /or Principal of Lismore.

Policies and procedures are in place to communicate with parents regarding the safe storage and administration of prescribed and over-the-counter medication during school hours. The School Nurse administers this responsibility. We will follow all guidelines set out by the storage and administration of medication carried out by our School Nurse.

SECTION 8

Staff Development

We annually update and train our staff regarding issues surrounding drugs misuse. In an ever changing landscape of drug misuse – particularly with the serious consequences of abusing ‘legal/illegal highs’ such as mephedrone we will endeavour to update all staff as directed by the recent DE document, sub 229/2010.

Related school policies

This policy is set within the broader school context of Pastoral Care and as such should be read in conjunction with the following school policies:

- Pastoral Care Policy
- Personal Development Policy
- Child Protection Policy
- School Discipline Policy
- First Aid Policy

SECTION 9

Monitoring, Evaluation and Review

An annual review of our Drugs Policy will take place to reflect changing circumstances and trends. Each incident will be reviewed and evaluated.

The Designated Teacher for Drug Education will carry out the evaluation and report to the Pastoral VP.

Evaluation will cover two areas:

- The effectiveness of the policy to assist pupils in resisting the lure of drug misuse;
- The effectiveness of the procedures and practices in place to deal with drug related incidents.

To this end we follow the procedures for self evaluation as outlined in the Department of Education for Northern Ireland's document *'Together towards Improvement'*.

Evaluations carried out during the 'Love for Life' Seminars will also inform our evaluation process.

Our consultation procedure will involve our school staff, representatives of our School Council, representatives of our parents, representatives of our Board of Governors and personnel from the SELB.



Lismore
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*Making a good school better by providing
a comprehensive range of opportunities.*

Section 10

Appendices



Drugs Education within the PD Curriculum

Key Stage 3:

At Key Stage 3, a number of specific drugs lessons are offered as part of Theme 10: Drugs Awareness. The lessons offered at Key Stage 3 are:

Year 8:

- So What Do I Think About Drugs?
- What Effects Do Drugs Have?
- Decisions, Decisions, Everything Counts
- Why Do Some People Misuse Drugs?

Year 9:

- The Story of Puffing Pete and Sniffing Sarah
- A Healthy Lifestyle
- Myth or Truth?
- What Do You Know About Smoking?
- What Do You Know About Alcohol?
- What Do You Know About Drugs?

Year 10:

- The Craving for Drugs
- Counting the Cost
- What Could Happen To Me?
- The Law and Drugs

One other theme in the Key Stage 3 PD programme is Theme 8: Safety and Managing Risk. In this theme, drugs are often mentioned as a risk to personal safety and well being.



Key Stage 4:

At Key Stage 4, Drugs Education is covered mainly in Statutory Statement 3: Managing Risk. Lessons provided include:

Year 11:

- Risky Situations
- The story of Matthew Lyle
- Consequences of Risk

Year 12:

- Conscience Alley – Role Cards – Drugs, Smoking
- Leah Bates Case Study
- Short and Long Term Consequences of Risk



Post 16:

Year 13:

- Drug Education – Social and Cultural Influences

Year 14:

- Drug Education – Attitude and Role Model



Action Plan of Support

Support Strategy for:

Name: _____ Class: _____

Background:

Support Plan:

Date	Support Plan / Action Taken	Personnel Involved
	<p>Multi Agency:</p> <ul style="list-style-type: none"> ○ Parents ○ GP ○ Child & Family Clinic ○ Social Services ○ Community Services ○ Community police ○ School Nurse ○ EWO ○ Learning Mentor ○ School Counselling 	

Review Date: _____

Lismore Comprehensive School



Drugs Misuse Incident Report Form

(Form to be completed by Teacher involved in Incident)

Nature of Incident:

Date: _____ Time: _____ Venue: _____

Pupil(s) involved:

Teacher Response:

Substance given to Principal/Designated Teacher:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Report to Designated Teacher:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Report to Principal	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Signed: _____

Date: _____

Lismore Comprehensive School



Drug Incident Report

CONFIDENTIAL

Pupils Name: _____

Class: _____

DOB: _____

Teacher/Reference: _____

Report/Action Taken:

Police Contacted Governors SELB Contacted CCMS Contacted Counselling **Phase 2**Other Agencies *(Designated Teacher)*

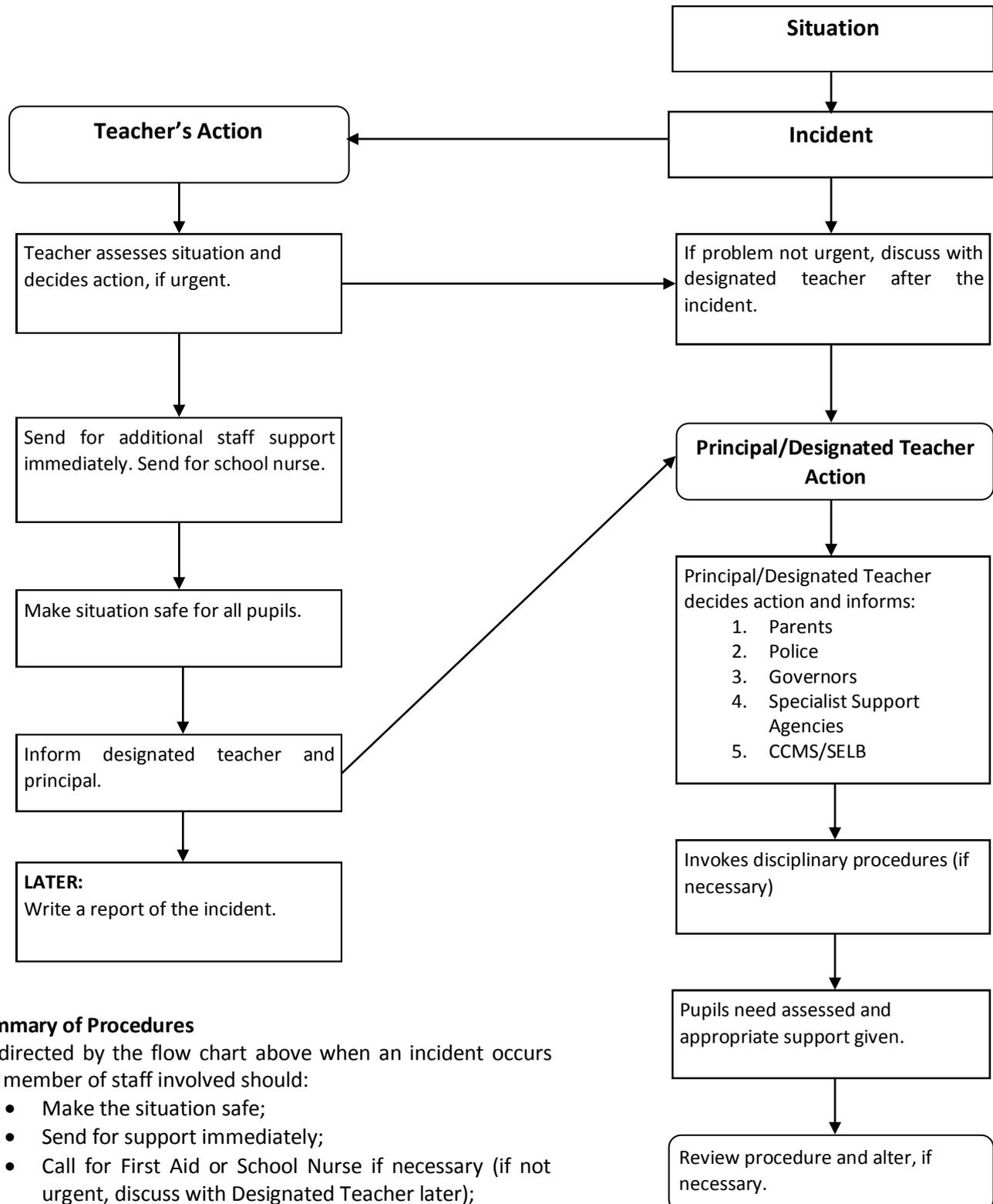
Copies to: _____

Date: _____



Suspected Incident of Drug Misuse

Action to be taken in the Event of a **Suspected** incident of Drug Misuse



Summary of Procedures

As directed by the flow chart above when an incident occurs the member of staff involved should:

- Make the situation safe;
- Send for support immediately;
- Call for First Aid or School Nurse if necessary (if not urgent, discuss with Designated Teacher later);
- Inform Designated Teacher and /or Principal;
- Complete an incident report form and give to Designated Teacher for logging. (*Appendix 3*)



Pro-forma to inform SELB/Employing Authority/CCMS

School Details:

Name of School: _____

Address: _____

Telephone No: _____

Date of Incident: _____

Principal: _____

Contact Teacher: _____

Details of Incident:

Substance (if identified): _____

Signed: _____

Date: _____



External Agency Vetting List

Checklist for use of schools Designated Teacher for Child Protection / Designated Teacher for Drug Education to vet External Agencies working in schools

- Accredited Body
- Copy of Mission Statement
- Personnel to be used:
 - Police Check
 - Official Qualification
- Key Person
- All statutory requirements fulfilled: i.e. Health and Safety Policy etc
- Sufficient Insurance
- Principal informed and approval granted
- School ethos read and understood
- Service agreement completed and signed
- Evidence of current legislation
- Established format for feedback
- Evaluation process in place



Service Level Agreement

Service Level Agreement for Use with External Agencies

Working in School

Lismore advocates abstinence/prevention as the main approach to drugs misuse.

I/We have read the school ethos and policies of Lismore Comprehensive School and agree to formally adhere to their ethos and policies:

- in working with young people
- in the delivery of the programmes outline below:

I/We am/are willing to provide full details of material content to:

Senior Management, Teachers, Parents, Governors and other Appropriate Bodies, and agree to fully implement any changes deemed necessary by the above representatives.

I accept the right of the school to withdraw the invitation issued to support the school in the education of our young people.

I/We formally accept the above terms of reference and in so doing I/we will acknowledge the agreement made.

Signed: _____ (External Agency)

Date: _____

Countersigned: _____ (Principal / Designated Teacher)

Date: _____

Lismore Comprehensive School



Contacts

Southern Education Board Drugs and Education Officer:

- Eileen Donnelly 02837512200