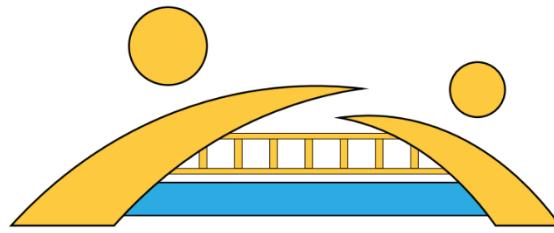


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Substance Misuse Policy

	Enw / Name	Llofnod / Signature	Dyddiad / Date
Cadeirydd / Chair of Governors	Cllr Gareth Jones	<i>Gareth D Jones</i>	4.7.23
Pennaeth / Headteacher	Huw Lloyd-Jones	<i>H. Lloyd Jones</i>	4.7.23
Adolygwyd a Chadarnhawyd Reviewed & Ratified	4 th July 2023	Dyddiad Adolygu Date of Review	Summer Term 2025
Polisi a Argymhellir i'w adolygu pob dwy flynedd / Recommended Policy to be reviewed every two years			
Canllawiau: Addysg camddefnyddio sylweddau: canllawiau LLYW.CYMRU			
Guidance: Substance misuse education: guidance GOV.WALES			

1. OVERVIEW

The Welsh Assembly Government's strategy 'Working Together to Reduce Harm 2008-2018 is underpinned by the following four main aims;

- Reducing the harm to individuals (particularly children and young people), their families and wider communities from the misuse of drugs and alcohol, whilst not stigmatising substance misuse.
- Improving the availability of education, prevention and treatment services and related support, with a greater priority given than under the previous strategy to those related to alcohol.
- Making better use of resources – supporting evidence based decision making, improving treatment outcomes, developing the skills base of partners and service providers by giving a greater focus to workforce development and joining up agencies and services more effectively in line with 'Making the Connections'.
- Embedding the core Welsh Assembly Government values of sustainability, equality and diversity, support for the Welsh language and developing user focussed services and a rights basis for children and young people in both the development and delivery of the strategy.

Effective substance misuse education enables children and young people to make responsible well-informed choices about their lives. This policy should be read and applied alongside the **Welsh Assembly Government Circular 17/02 'Substance Misuse: Children and Young People'** which replaces circular 54/95.

DEFINITION OF A SUBSTANCE

For the purposes of this policy statement the word "substances" includes all mood and performance changing substances, both legal and illegal, and including prescribed drugs, alcohol, tobacco and solvents.

Medicines

Many drugs are lawfully carried as medicines. There is a clear policy on the administration of medicines. If students supply prescription drugs to others in school, they are acting unlawfully and so this policy applies.

2. POLICY DETAIL AND PROCEDURES

Staff Responsibility

The head teacher and governing body has ultimate responsibility for implementation of the policy.

Curriculum Issues

The approaches used for substance misuse education should provide opportunities for issues to be explored as well as information to be gained. Largely, education about substance misuse takes place in PSE and Science lessons. Schoolbeat officers deliver tailored substance misuse lessons e.g. sinister substances, it's your choice.

Learning providers should provide opportunities, where appropriate, for learners to develop and apply Personal and Social Education (PSE) across the curriculum. (see Appendix 1)

In PSE, learners should be given opportunities to promote their health and emotional well-being and moral and spiritual development; to become active citizens and promote sustainable development and global citizenship; and to prepare for lifelong learning.

Evidence from research on the effectiveness of substance misuse education shows that no single method is effective alone and multi faceted sustained approaches are more productive.

The methods used should:

- Identify clear learning outcomes.
- Emphasise enquiry and investigation rather than formal presentations.
- Offer structured opportunities for discussion in pairs and groups of various sizes.
- Involve an appropriate balance of planned learning activities, including questionnaires, games, surveys, role-play, case study and discussion.
- Allow for graphic as well as written and oral responses.
- Stimulate interest and motivation without resorting to sensationalism.

Research shows that young people value approaches that provide:

- Consistent accurate information presented simply and clearly.
- Informative and accessible reading material.
- Access to peers and credible adult experts, in addition to teachers/youth workers.
- Stimulating and enjoyable tasks.
- Appropriate challenges in an atmosphere, where they feel secure enough to play a full and active part.

Evidence suggests that substance misuse education is not effective when it relies solely upon:

- Stand-alone or one off talks and sessions which are not part of a whole organisation programme.
- Fear arousing approaches. Reliance on using this approach alone has been shown to lack credibility and may at worst glamorise substance misuse. Research has shown such approaches are not effective particularly in the long term.
- Information only. Evidence shows that information approaches alone will not change behaviour. Information does have a role as part of a broader life skills approach.
- Single messages e.g just say no. Such approaches may limit open, honest debate and discussion, which are building blocks of effective substance misuse education.

Procedures for dealing with an incident

Flow diagrams are available with regard to incidents involving a pupil at Appendix 2 and Appendix 3 for incidents involving an adult.

Staff who become aware of difficulties or incidents involving pupils and drugs should inform the responsible staff member/specific named contact. The responsible staff member/specific named contact will then notify the head teacher. The response will depend on the type and degree of risk, with some situations requiring immediate action. Exemplars from WAG guidance include:

Immediate action is needed when there is a clear risk to safety, for example:

- An adult collecting a child or young person appears to be under the influence of drink or drugs;
Action: apply locally agreed child protection procedures, involve the police if adult is aggressive.
- A child or young person/adult appears ill or unsafe as a result of substance misuse;
Action: consider obtaining medical advice, note relevant facts and inform parent/carer.
- Substances are being supplied on, or near premises;
Action: contact police.
- There is ready access to controlled drugs;
Action: contact police.
- The premise has potentially hazardous substance misuse related litter e.g needles, syringes;
Action: arrange safe removal of litter according to Health and Safety policy, involve police if related to illegal substance misuse.
- Substance misusers behaving aggressively;
Action: seek urgent police assistance to remove.
- A child/young person discloses that they are misusing drugs or their parent or other family members are misusing drugs;
Action: contact social services or specialist substance misuse service for advice on how to respond.

Less immediate action e.g. observation, interview, consultation with other agencies, continued monitoring, may be appropriate when there are for example:

- Generalised allegations or concerns about a particular child/young person or family;
- Refuted/inconsistent disclosures;
- Concerns but no evidence of substance misuse or related harmful or criminal conduct (such as supply of drugs or other harmful substances);
- Concerns but no evidence of immediate risk to safety.

Actions requiring referral to other organisations include:

- Investigation of criminal activity, including searching persons or personal property.
- Apart from immediate first aid, any health or medical emergency which should be attended by appropriate medical personnel.
- Assessment and providing support and services to vulnerable or troubled children and families are matters for social services.
- Counselling and drug treatment programmes require trained staff, normally accessible through social services, health or specialist substance misuse services.

Guidance on use of outside Speakers

‘How should outside speakers be used?’ The answer is ‘with great care’.

Contributions from outside speakers or theatre groups are no substitute for a properly resourced teacher led programme. They may enrich a programme if:

- The input is part of a programme and jointly planned with the teacher.
- The approach compliments that of the school programme.
- The teacher is present so they can follow up the input at a later stage. As long as the teacher is present, there is no requirement for visitors to have a police check.
- The speaker has experience and expertise in drug education and working with young people.
- The outside speaker can offer something specific and useful that teachers cannot (such as information about helping services young people can use or knowledge about the law and the consequences of breaking the law in this area).

'Employing ex-addicts as spearheads for prevention campaigns in the belief that their evidence is especially real, is often misconceived. The enticing and implicit message, "I've been there man, so I know" is alluring, containing as it does the hidden conceit that the only way you ever really know is to "go there". The central involvement of ex-addicts in educational campaigns may give a subtle kudos and credence to the very activity it is wished to discourage'.

'Drug Scenes', Royal College of Psychiatrists 1987

This is true now as it was in 1987, so check carefully before involving outside speakers. What can they really offer that teachers cannot? What will they say and do? How will it be integrated into the school drug education programme and how will it be followed up? Don't accept offers from outside speakers if you are not completely sure of their value and competence. In the past many schools have called upon a range of visitors to tell pupils about the horrors of drug use. In many cases this has not been relevant to the young people concerned and has been of little educational value. In a few cases it has been detrimental to pupils' attitudes and has caused serious issues between parents and school.

This checklist is for use by learning providers and visiting agencies to help with the joint planning of PSE sessions.

Planning points	
The school and the visitor have agreed the aims, content and approach of inputs by the visitor.	
The school has	
<ul style="list-style-type: none"> checked that the work of the agency or visitor is known to them and considered appropriate in respect of safeguarding /child protection procedures. 	
<ul style="list-style-type: none"> made the visitor aware of and familiar with any relevant school policies. 	
<ul style="list-style-type: none"> planned for the visitor to be supervised/actively supported by a teacher at all times throughout the visit so any follow up questions or concerns can be dealt with effectively. 	
<ul style="list-style-type: none"> explained how the visit fits into the PSE programme e.g. any preparatory work/follow up work to be done. 	
provided information on:	
<ul style="list-style-type: none"> the number of sessions expected 	
<ul style="list-style-type: none"> the age of the learners in each session 	
<ul style="list-style-type: none"> the number of learners in each session(s) 	
<ul style="list-style-type: none"> any additional learning needs of learners 	
The following have been agreed:	
<ul style="list-style-type: none"> the date and time of the visit 	
<ul style="list-style-type: none"> where the speaker will be met, at what time and by who 	
<ul style="list-style-type: none"> the name of class teacher(s) who will be present at the session(s) 	
<ul style="list-style-type: none"> where the session(s) will take place 	
<ul style="list-style-type: none"> the number of sessions, timings and durations for each 	
<ul style="list-style-type: none"> relevant school timings e.g. registration, assembly, breaks, lunch etc. 	
<ul style="list-style-type: none"> what school resources are required by the speaker 	
<ul style="list-style-type: none"> where resources can be accessed. e.g. video, TV, DVD player 	
<ul style="list-style-type: none"> what resources the speaker will provide 	
<ul style="list-style-type: none"> arrangements for collecting feedback from the session(s) <ul style="list-style-type: none"> from learners from Signed teaching staff 	
<ul style="list-style-type: none"> arrangements for jointly evaluating the session(s) 	
	School:
	Visitor:
Date:	

Contact with Parents

There should be a reasonable attempt to contact parents to inform them that a search will be taken place. Parents do not have the right to prevent such a search nor to delay it unduly. The police are limited in their powers to detain a person in advance of a search.

If parents can be contacted and are able to attend the school site, they should be escorted to the room in which the search is to take place.

Contact with Police

When information is passed to the police station, a search should be requested and it should be stressed that wherever possible plain clothed officers or family protection officers should attend. Only as a last resort, or if there is a need to conduct the search swiftly, should uniformed officers attend the school site.

On attending, officers should be briefed as to the nature of the allegation and the confidence in the source of information. They should be escorted to the room in which the search is to take place.

If the child is already detained, they should then be escorted to this room for the search to be conducted. If the parents are not present a member of school staff (teaching or non-teaching) must be present throughout the search. Note that although some questioning associated with the search is allowed, no formal interview must be permitted unless parents are present. It is very unlikely that such an interview would take place on school premises.

If the students must be collected from a teaching room or other area within the school, wherever possible this should be done by two adults. Staff should be wary of any attempt of the student to escape to jettison drugs, or attempt to pass drugs to any other student either in the classroom or on the way to the search.

Awareness

This protocol should be communicated to all staff who may make initial contact with the police. Such contact should normally be limited to:

The Headteacher

The Pastoral Deputy or Assistant Headteacher

The child protection teacher

Out of School Procedures

The school has no role in dealing with drug incidents outside school hours and premises other than:

On school trips and visits, when the same rules and procedures should be applied as far as is reasonable and practicable.

To the extent that the effect of some substances may persist into school time.

By passing information onto relevant agencies when the safety or well being of students is threatened.

- To assist police in preventing the use of land surrounding the school for drug trading.

On residential trips with sixth form students, staff must not allow students to use alcohol unless:

- The student is over 18 and agrees that alcohol usage will be responsible, or
- The alcohol is a maximum of 2 units of wine, beer or cider consumed with a meal in a restaurant and
 - a the student is over 16, and
 - b there is parental consent.

Procedure for Dealing with young people after an incident

Drugs and alcohol affect behaviour. The fact that drugs or alcohol have caused a learner to behave inappropriately will not be seen as a mitigating factor – the behaviour will be punished using the normal range of school sanctions.

It would be normal practice to contact the police according to the agreed protocol of a search is required or if there is a concern about dealing in illegal drugs. In cases of possession, the decision to contact police is discretionary.

Exclusion may be an appropriate punishment for using alcohol or drugs on school premises, but each case will depend on circumstances. Longer exclusions could be used for situations where accompanying behaviour was disruptive to the classes or systems of the school or for second or subsequent offences.

A child found to be dealing drugs will be permanently excluded from school.

It is not the role of the school to provide medical care to those under the influence of drink or drugs. If a child is at risk because of impaired mental state, parents should be contacted and required to take control of their child. Failing that, any emergency contact could be asked to assist. Failing that, social services and police can be called for advice.

A child must not be released to walk, cycle or catch the bus home if there is concern about mental impairment resulting from drink or drugs. If necessary, reasonable force may be used to restrain the child. Any employee is authorised to use force in these circumstances.

Informing parents

Parents should be informed of any drug related incident unless

- There are child protection concerns.
- It would interfere with a school investigation
- It would interfere with a police investigation
- It could result in greater harm to the child for another reason.

Parents would normally be contacted directly by telephone in the event of proven drug usage. If it is suspected but not proven, the agreed police protocol should be implemented.

Procedure for Dealing with Incidents Involving Staff

Substance misuse related incidents involving staff is subject to Powys County Council's Employment and Disciplinary Policy and procedures.

There is a further relevant Health and Safety policy documents on Alcohol in Powys County Council establishments.

Substance misuse outside school hours could adversely affect job performance and so trigger competency procedures. If the effects of misuse are such that student or staff safety is at risk, the member of staff can be suspended pending disciplinary action. This may include dismissal.

Staff are obliged to cooperate with testing procedures, including giving biological specimens for analysis when there is reasonable suspicion of substance abuse. Refusal to cooperate is a disciplinary offence that could result in disciplinary action including dismissal.

Supply of illegal drugs or alcohol to school students in school or on school visits is potentially gross professional misconduct and would normally be reported to the General Teaching Council for Wales.

Procedure for Dealing with Adults (not staff)

The school is not able to release pupils into the care of other adults where there is a possibility of harm to that pupil. Where there is evidence that parents or carers arriving at school to collect children are under the influence of drugs or alcohol, either social services or the police will be contacted in line with the school's child protection policy.

Where any member of the school community, staff, parent or visitor is or appears to be under the influence of alcohol or illegal drugs on the school premises without the prior agreement of the head teacher, they will be asked to leave immediately and action taken to ensure their safety, with supervision if necessary. Where illegal substances are involved, the police will be informed.

Media Contact

It is important that staff do not report incidents and/or issues concerning drug misuse to the local press and media generally. The Head teacher, in consultation with the LA and Governors will deal personally with all media matters. All media enquiries need to be referred to the County Council's press office.

Review

It is recommended that this policy should be reviewed in line with the school development plan on an annual basis.

Incident Record Sheet

School:

Date of incident:	Date & time reported:	By whom reported:
Pupils involved:	Dates of birth:	Home contact No.
Description of incident:		
Action taken: (see check list attached)	By whom:	Date & time:

Date of incident:	Contact No.	By whom:	Date & time of contact:	Date & time of response:
Ambulance				
GP				
Police				
Social Services				
LA				
PDAC				
Youth Offending Team				
Health Promotion Officers				
Environmental Health				

Pupil interview report:

Check that the following details are recorded in writing:

Pupil's name, date of birth and home address.

Parent or carer contact details

Date, time and place of interview

Names and status of all others present

Clear record of the content of the interview

Separate record of any action to be taken, by whom and by when, including details of any other personnel to be involved.

The record of the interview should be signed and dated by the responsible parties, including at least one witness.