

# Samuel King's School

## Policy for Drugs, HIV and Illegal Substances Education and Management

Samuel King's School is committed to being a fully accessible and inclusive organization welcoming and respecting the diversity of its pupils, staff, community and visitors to the school.

### Rationale

Pupils will be educated so that they are aware of the risks associated with drugs and illegal substances through the PHSE and Science curriculum.

### Policy and Guidelines

The use of illegal substances is a serious problem in society and nowhere is immune from the consequences of misuse. The governors and staff of Samuel King's School wish to make it clear to both pupils and parents what action will be taken if drug related offences occur in School.

- Students found in possession or under the influence of illegal substances and alcohol within the boundaries (boundaries to include journeys in School time, work experience and trips) of Samuel King's School will be excluded from school. In addition they will be reported to the police. Where appropriate pupils will be asked to undertake drugs counselling through an approved agency.
- Should any students be found selling and/or supplying illegal substances on or near boundaries of Samuel King's School they will be reported to the police and the Head teacher will recommend their Permanent Exclusion from the school.
- Governors also take very seriously the possession, sale, supply or misuse of legal drugs including alcohol and tobacco and over the counter and prescription medicines and may recommend exclusion.

### Management of drug related incidents in school

If a student is suspected of being in possession of or under the influence of illegal drugs, a member of the Senior Leadership Team should be informed.

The Headteacher or representative may carry out a personal search if necessary. It is not appropriate for other members of staff to do so. The pupil should be asked voluntarily to hand over any illegal substances. If the pupil refuses the police should be called to carry out a personal search if they believe a crime has been committed.

The school should always seek a pupil's permission to search his or her personal property. If consent is not given, parents or carers should be contacted regardless of whether the search found any drugs. A search of School property such as lockers may be carried out without student consent.

### Confiscation and disposal of illegal substances

It is an offence under Section 8 of the Misuse of Drugs Act 1971 for the management of establishments (this includes Schools and Colleges) to knowingly permit the supply and production

of illegal substances on their premises. It is also an offence to allow premises to be used for the smoking of cannabis or opium.

The law permits School staff to take temporary possession of a substance suspected of being an illegal drug for the purposes of protecting a student from harm and to prevent the offence being committed in relation to that drug. The School will confiscate any substance that appears to be illegal. Two adults should be present throughout this procedure. These should then be recorded on an Incident Record form. The police will be informed and a time agreed for the collection and removal of the suspected substances for analysis.

### **Confiscation of authorized drugs**

Unauthorised drugs such as tobacco, alcohol, volatile substances and medicines will be confiscated and stored securely. Parents/carers will be informed and may be offered the opportunity to collect the alcohol, tobacco or medicines that have been confiscated. However because of the level of danger posed by a volatile substance such as lighter fuel, glue or aerosols, the School may arrange for their safe disposal.

Following these actions, and depending on the severity of the incident, normal School procedures and sanctions will be implemented according to School policy and guidance e.g. from DfES/LA.

### **Policy on drugs and HIV Education**

In drawing up the School's policy due regard has been given to:

- Consultation with parents, governors, staff, pupils, LA, Drug Action Teams and others in the local community.
- Issues of content, methodology, resources, outside speakers the explicitness and presentation of their material and the role of the teacher.
- Encouraging students to have regard for the moral considerations and the need to behave responsibly when making decisions about drugs.

Health Education is part of the National Curriculum which students have an entitlement to experience throughout their education.

Drugs and HIV Education are major components of a comprehensive programme of PSHE. All teachers involved in this work do not necessarily have to be 'experts' on HIV and AIDS. However, they do require sensitivity to the needs of the group, an ability to deal with questions openly and honestly and knowledge of where to get help if necessary.

### **Aims and Objectives**

The following aims reflect those of Samuel King's School:

1. To develop positive pro-active attitude, patterns in behaviour, lifestyles, values and skills, (e.g. those appropriate to informed decision-making and evaluation of the socio-economic/cultural influences on health) in the pupils towards their personal Health and Safety.
2. To show that World Health has a global dimension and to understand the responsibility of groups, organisations and society for the health of the individual and the community.
3. To approach Drugs and HIV Education by a process of enquiry and investigation through practical projects and surveys- to include observation and analysis.

4. To give students knowledge and understanding of the following in order for them to make informed choices:-
  - The use/misuse and dangers such as alcohol, tobacco, medicines, etc.
  - The physical, emotional and social aspects of Drugs and HIV issues.
  - The safety of the individual in different environments, e.g. at home, at School, at work, during leisure activities, etc.
  - Terminology relevant to drugs and HIV education and information on how the HIV virus is transmitted through the body fluids (e.g. semen and blood) and how it is not transmitted.
5. To endow students with responsibility to themselves and others particularly in relation to drug practices.
6. To give parents knowledge and understanding of the following:
  - The use/misuse and dangers such as alcohol, tobacco, medicines, etc.
  - The physical, emotional and social aspects of Drugs and HIV issues.
  - The value and importance of the family as a social institution; its contribution to the development of attachment, love, concern and caring for others.

Drugs and HIV Education will contribute to the school through display work, assembly themes as appropriate, the school council, the ethos of the Healthy School Programme and special events which focus on making healthy life choices.

- The programme will be delivered as part of a discrete, timetabled citizenship PSHE programme.
- Some aspects of Drug awareness and the effects of substance misuse on the body will be covered in Key stage 3 and 4 Science and physical education.

### **The HIV Protocol**

#### **Minimizing the risk of HIV transmission in school:**

Those involved for educating and caring for HIV children should be sensitive to their need for confidentiality and their right to privacy. Both parents and the child may need support as may the teachers and others involved in direct care of the child at school. The number of people that are aware that the child is infected are therefore confined on a 'need to know' basis. Although most HIV children show no symptoms of infection if the measures outlined in this policy are to put into practice then the 'need to know' is largely eliminated.

#### **Good Hygiene Practice:**

In all cases of normal 'first aid' the use of an apron and disposable gloves should be employed. After use, the gloves and apron should be incinerated. When work is completed, wash and dry your hands. In an emergency, direct mouth to mouth resuscitation should not be withheld. 'Fluid proof mouth masks are now available for mouth to mouth resuscitation and are strongly recommended- 'rigid resuscitation airways' may only be used by specially trained first aiders. All staff and pupils should have minor cuts, open or weeping skin lesions and abrasions should be covered with a waterproof dressing. If staff have cuts or abrasions they should not administer first aid if another member of staff can provide it. The burning/incineration of all used disposable gloves, aprons or soiled linen/clothes, etc should be done after 'double bagging' the contaminated items in yellow plastic bags bearing the 'Biohazard' symbol.

When administering first aid is finished then an accident report form should be completed to afford a level of protection to staff and pupils.

#### **Personal Hygiene:**

Razors, toothbrushes or other items that can become contaminated with blood must not be shared. Sanitary towels and tampons must be incinerated.

Treating splashes of blood from another individual:

- Wash the wound or splashes of blood immediately and copiously with soap and water. If the splashes of blood are in the eyes or mouth then wash out immediately with copious amounts of water;
- Apply a suitable dressing and pressure pad if needed;
- Seek medical advice as soon as possible.
- 

### **Cleaning up of deposits of Blood / Vomit from furniture:**

Clean liberally with household bleach, freshly diluted 1:10 if possible the bleach solution should be left for 30 minutes before being wiped up with a disposable paper towels. Individual paper towels should be incinerated.

NB: bleach must never be used on the skin and must never be diluted in hot water as it can cause toxic fumes of chlorine to be produced.

### **Clothes and Linen:**

If stained with blood or semen wash in a machine at a temperature of at least 60 degrees C for at least 10 minutes. Only hand wash after thoroughly boiling the clothes or linen.

### **Crockery and cutlery:**

These can be cleaned effectively by hand washing with hot soapy water or in a dish washer/steriliser.

### **Accidents involving the deposition involving urine of faeces:**

Urine and faeces should be disposed via the toilet. Soiled nappies and pads from a child known to be infected should be incinerated.

### **Children's games and social practices to be discouraged:**

- Sometimes pupils cut or prick the skin and mingle their blood so as to become 'blood brothers or sisters';
- Tattooing;
- Biting.

### **Subject Specific Considerations:**

#### **Music:**

If wind instruments must be shared, the following precautions should be observed:

- Brass and reed mouth piece must not be shared and should be regularly removed and washed in hot water/detergent or cleaned in diluted spirit;
- On instruments where lips touch wood or those with tipples/wind caps, the contaminated section should be removed and wiped with a spirit-soaked swab;
- Reeds must not be shared.

**Science:**

Students should not be given blood for any reason. However, staff may use a fresh sterile lancet on themselves to demonstrate the structure of fresh human blood.

Samples of 'cheek epithelial cells' may be taken by the pupils if they use a cotton bud to gently remove the cells.

Human saliva should not be collected for enzyme experiments and an amylase of bacterial or plant origin, e.g. diastase should not be used.

**Monitoring and Evaluation:**

Monitoring of lesson plans, schemes of work and subject developments will be reviewed to chart the progress of the schools drug education programme. Student's own feedback will be included. Lessons observations, sampling students work and regular subject meetings will contribute evidence to the monitoring process.

Evaluation will establish which of the aims of the programme are being met and how student's needs are matched by the learning outcomes. Feedback from monitoring activities, comparison with baseline knowledge understanding and skills and discussions with staff and pupils will contribute to the process.

**Review Date :- S. Timmons – Deputy Headteacher 2016**