

Substance Misuse and Drug Education Policy

Date: March 2026

Review Date: March 2028

Definitions

Drugs in this instance are described as any substance that is absorbed by the body which alters the current state of the body. They may be legal or illegal.

Policy Introduction

At Springhead School we know that some drugs are helpful and some are harmful, some are legal and some are illegal. We recognise that many of our pupils rely on heavily prescribed drugs for medical reasons. We also recognize that the misuse of drugs both legal and illegal is a matter that concerns the whole community. The policy supports the school's role in helping pupils and others in the community make the right choices in relation to drug use.

Aims

At Springhead School we aim to:

- inform, discuss and present choices to pupils who are capable of decision making rather than to prescribe or judge
- provide sensible advice and discussion around the associated health issues as appropriate linked to both legal and helpful and legal and harmful drug use and health awareness through its pastoral role
- to provide a formal and informal curriculum that is appropriate in shaping the perception of drugs and behaviour of pupils
- provide good role models
- liaise with parents and other agencies on policy, protocols and practice

to enable students to be responsible citizens who make healthy choices.

Procedures

Springhead School accepts the local and national recommendations set on smoking and guidance on Managing Drug Related Incidents (See Appendix 2).

Our school is:

- a non smoking site
- keeps medication and controlled drugs in securely locked cabinets and fridges within a locked room
- Access to keys is controlled
- Controlled medication is signed in and out and administered in agreed formats. All pupils requiring medication have care plans and administration of controlled drugs is carefully recorded. All procedures and practices are monitored by the school and by health staff.
- The school is alarmed and has external CCTV to help prevent illegal access to controlled drugs
- Staff needing to provide pupils with sex, relationships and drugs curriculum access have appropriate training.
- Springhead School works with parents/Carers, governors and the community to support pupils making healthy choices

Roles and Responsibilities

Health Professionals – monitoring the use and storage of medications and providing health advice and support for making healthy choices. Providing training for staff in the use and administration of medicines

Governing Body- overall responsibility for monitoring the implementation of the policy

Headteacher – responsibility for the curriculum and the implementation of the policy

Senior Leaders – monitoring the curriculum coverage and health and safety. Supporting pupils and staff to make healthy choices

Staff – can be required to train in the administration of medicines. Trained and authorised staff are responsible for the safety and administration of medications

(See Appendix 1)

Resources

Our school has:

- Medication recording forms where all medication use is recorded
- Lockable medicine cabinets on all sites
- Lockable fridges on all sites

Assessment, Recording and Reporting

Assessment of pupils understanding and making use of healthy choices is through the curriculum assessment

Recording and reporting of the storage and use of controlled substances and medication in schools is through procedures agreed with health and following local and national guidelines.

Links

Relationship and Sex Education policy
Health and Safety policy
Child Protection and Safeguarding policy

First Aid guidance
Staff Handbook

Appendix 1

Teaching and Learning

Educational Aims

- To understand that there are many drugs around us in everyday life.
- To understand some people need drugs to stay well.
- To understand some household substances can be harmful if not used properly
- To encourage and understand the possible effects on health, risks and consequences.
- To know that there are legal and illegal drugs (based on knowledge and understanding displayed by pupils or groups).
- To develop responsibility towards others.
- To discourage choices in behaviour that may put themselves or others at risk.
- To enhance the skills and confidence of young people to make positive and informed choices.

Teaching

The above aims will be achieved through the learning of pupils through the curriculum planning.

Teaching drugs education will follow our curriculum planning.

Education about keeping healthy, drug use/misuse will be delivered through PSHE. The issues addressed will be appropriate to the level of understanding and age of the pupils.

The school nurse will support teachers in delivering aspects of the curriculum.

Appendix 2

Management of Drug Related Incidents

Staff will note and monitor any concerns and refer to Headteacher.

The Headteacher takes overall responsibility for the policy and its implementation in the school. This responsibility includes liaison with the Governing Body, Parents/Carers, LA and any other appropriate agencies.

In cases where suspicion of drug use/misuse is confirmed by evidence the Headteacher will inform parents/guardians and will work together in the best interests of the pupil. The Headteacher will assess the limits of confidentiality and the use of outside agencies.

The Headteacher will take all responsibility for contact with the media.

The Headteacher will ensure that if any reporting takes place, it will be in the best interest of the individual pupil, family and the school.

At all times the school will seek to balance the interests of the individual pupil and other members of the school. Reference will be made to the LA guidance on the Management of Drug Related Incidents.