

APPENDIX B – DEFINITIONS

- 1. Drug related incidents** – A ‘Drug Related Incident’ may potentially involve any member of the school community (e.g. children, parents/carers, visitors, staff, governors, contractors) and any of a possible range of drugs including medicines, tobacco, alcohol, volatile substances, illegal drugs and psychoactive substances (“legal highs”). Incidents can involve suspicions, observations, disclosures or discoveries involving illegal and other unauthorised drugs.

Examples of drug related incidents may include:

- drugs or associated paraphernalia found on the school premises
- a pupil who demonstrates an inappropriate level of understanding for their age
- a pupil found in possession of drugs or paraphernalia
- a pupil who is found to be supplying drugs on the premises
- a pupil, parent/carer or staff member who is thought to be under the influence of drugs
- a staff member having information that supply of drugs is taking place in the local area
- a pupil discloses that they or a family member/friend are misusing drugs

2. Illegal and unauthorised drugs

2.1 Illegal Drugs includes all drugs as defined by current legislation.

2.2 Alcohol - with the exception of authorised events and occasions, alcohol is not permitted on the school premises and will be treated as an unauthorised drug under the terms of this policy. Where the use of alcohol is authorised (e.g. for a school, community or staff event), organisers of the event must comply with current legislation and licensing laws. Any alcohol kept on the school premises, either before or after the event, must be stored in a secure place (e.g. locked cupboard or shed) to which no unauthorised person can gain access.

2.3 Medicines - where children are taking prescribed medicines, these must be left at the school office and a form granting permission for their administration must be completed by the parent/carer of the child concerned. The school can refuse to administer medicines if it so wishes. Some medication is required to be kept locked up and the school follows the guidelines as laid out in Wiltshire’s Health and Safety Manual. Prescribed medicines are kept either in the safe (e.g. Ritalin) or the fridge (e.g. Penicillin).

2.4 Tobacco - in compliance with current legislation, the school is a smoke free site (including ‘E-Cigarettes’)

2.5 Volatile Substances - all substances that are authorised for school use are stored in compliance with current Health and Safety Legislation and procedures as outlined in Wiltshire’s Health and Safety Manual are adhered to. (Please also refer to the school’s Health and Safety Policy).

2.6 Psychoactive substances– drugs which are designed to mimic the effect of illegal drugs but are structurally different enough to avoid being classified as an illegal substance under the Misuse of Drugs Act. The production, distribution, sale and supply of these substances is an offence.

- 3 School boundaries** - the legal definition of school premises includes everything within the property boundaries including buildings, outbuildings, playgrounds and fields. It also includes any venue managed and being used by the school for a specific purpose (e.g. school trip, visit, sports event).
- 4 Adults** - this includes all members of staff who work at the school on a full time, part time, temporary or supply basis. It also includes all adults who come into the school to provide any kind of additional services

(e.g. Study Support and clubs, music lessons, specialist services, outside agencies etc.), governors, parents, visitors and volunteers).

5 Medical emergency - a medical emergency can be defined as when a person:

- is unconscious
- is having trouble breathing
- is seriously confused or disorientated
- has taken a harmful or toxic substance
- is otherwise at immediate risk of harm to themselves and/or others.

6. Vulnerable children - some pupils are more vulnerable to drug misuse than others where they are exposed to drug use by other members of their families. However, it is not always the case that children whose parents/carers use alcohol, legal or illegal drugs will be at greater risk of emotional and/or physical harm or will necessarily suffer from neglect. Drug or alcohol use in themselves are not a reason for considering a child to be at risk of abuse or neglect but may be one of a range of factors to be assessed.

Where problems are suspected or observed, or if a child discloses difficulties at home and it is not a child protection issue, the school should follow procedures as outlined in the Drug Policy. Where it is deemed to be a safeguarding issue, the procedures as set out in the school's Child Protection Policy should be followed.