

## **Substance Use Policy of Kiltrustan N.S.**

### **Scope of Policy**

This policy applies to all users of the premises at all times.

It is applicable to:-

- Pupils during school time and school related activities.
- Staff during school time while on the premises or during school related activities.
- Parents when visiting the premises and when asked to help with pupils during school related activities.
- To all other visitors to the premises.

### **Relationship to School's Mission/Vision/Aims**

- The characteristic spirit of the school (school ethos) has been developed and agreed with the partners in education.
- The substance use policy reflects the school ethos in that we aim to provide a safe and secure environment for learning.

### **Aims of Policy**

- The aim of this policy is primary prevention.
- To protect our pupils from the harmful effects of substance misuse and try to prevent them from using tobacco, alcohol, solvents and illegal drugs.
- To develop in our pupils better self esteem, through providing a positive school climate.
- To provide age appropriate information.

### **Rationale**

Why is this policy necessary?

This policy is being reviewed to update and amend policy, in the light of current legislation, where necessary.

- The world in which we live presents young people with many challenges which affect their health and well-being. Exposure to alcohol, tobacco and drugs is part of this reality. Schools need to reflect upon how they might provide for the needs of their student cohort and respond appropriately to what are sometimes sensitive and emotive issues.
- The Education Act 1998 provides that schools should promote the social and personal development of students and provide health education for them.
- The National Drugs Strategy 'Building on Experience' is now Government policy and it requires schools to have a substance use policy in place.

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- The report from the National Advisory Committee on Drugs entitled ‘Drug use prevention’ (November 2001) underlines the importance of schools developing substance use policies.
- The 1999 European School Survey Project on Alcohol and other Drugs (ESPAD) Report highlighted the seriousness of the problem among sixteen year olds in Ireland, as compared to the other 29 ESPAD countries surveyed. Alcohol was identified as being the dominant drug of misuse in Ireland whilst the use of tobacco and other drugs was above the ESPAD average.
- To update policy in line with the requirements of the Intoxicating Liquor Act 2008
- To update policy in line with requirements of the Criminal Justice Act 2007 and Criminal Justice Act 2010 (Psychoactive Substances)
- To amend policy so it meets the requirements of the Health & Safety Act 2005.

For the population as a whole, alcohol consumption per capita in Ireland increased by 41% in the period 1989 to 1999, while the other EU Member States showed either a decrease or a modest increase. Ireland now has the second highest per capita consumption of alcohol in the EU.

The school authority in Kiltrustan N.S has a moral and legal obligation to ensure compliance with criminal law.

### **Goals/Objectives**

The substance use policy of Kiltrustan National School is intended to:

- Inform the pupils and parents regarding the use of substances.
- To have clear procedures for dealing with drug-related incidents.
- Help the pupils develop healthy attitudes and skills re substances.

### **Current understanding in relation to alcohol, tobacco and drug use.**

Our understanding of “drugs” is “A drug is any chemical which alters how the body works or how the person behaves or feels”. For the purpose of this policy we are concerned with drugs which have the power to change a previous mood and the way a person thinks or on which the taker may become physically or more often psychologically dependent. When we refer to a substance or drug we include medicines, nicotine, alcohol, solvents, illegal drugs – this list isn’t exhaustive.

Our level of awareness regarding level and range of drug use in the immediate community and environs of the school is unknown.

## **Policy Content**

It may be helpful to divide the policy content into three sectors:

### **Education concerning substance use**

Education concerning substance use in Kiltrustan National School will be provided within the broad context of SPHE through our two-year plan for SPHE. We will continue to use the Walk Tall Programme.

This content is dealt with every second year in the Units Safety & Protection and Taking Care of my Body and includes the following:

<b><u>Junior &amp; Senior Infants:</u></b>	safe use of medicines safety strategies for dangerous substances
<b><u>First &amp; Second Class:</u></b>	safe use of medicines safety strategies for dangerous substances
<b><u>Third &amp; Fourth Class:</u></b>	safe use of medicines safety strategies for dangerous substances nicotine alcohol What is a drug?
<b><u>Fifth &amp; Sixth Class:</u></b>	safe use of medicines safety strategies for dangerous substances nicotine alcohol What is a drug? illegal drugs

Content and methodologies will be determined by the strand unit being taught bi-annually.

Approaches to co-ordinate the plan throughout the school will be determined yearly at staff meetings.

It is left to discretion of the principal and class teachers to modify this programme as they need.

The use of an outside visitor/speaker to enhance the work done in the class should always be considered in the context of the full SPHE programme and should be undertaken in the presence of a teacher.

## **Rules**

### **Medicines**

1. Pupils are prohibited from having or using any medicines unless a teacher is informed in writing.
2. Staff do not administer medication unless in case of emergency (Administration of Medicines)
3. Any medication on the premises will be stored to ensure wellbeing of pupils.

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The school's understanding of a drug related incident is:

- **Any unusual or unbecoming behaviour resulting from intake or use of alcohol tobacco or illegal drugs.**
- **The sale or passing on of any illegal substance.**
- **The possession of alcohol, tobacco or illegal drugs on the school grounds or at school related activities.**
- **Disposal of drugs or related activities.**

The reporting procedures for such incidents is:

1. Witness to drug related incident informs teacher/staff member/principal.
2. Principal informs parent/guardian
3. Principal informs Chairperson of Board of Management
4. Inform Gardaí depending on seriousness of incident
5. HSE informed for disposal of items.

### **Nicotine**

1. Smoking is prohibited on the premises.
2. Pupils are prohibited from having cigarettes, nicotine based products, matches or cigarette lighters.

### **Alcohol**

1. Pupils are prohibited from having or using alcohol on school premises.
2. Use of or possession of alcohol on the premises is prohibited except for the occasional instance with the permission of the Board of Management e.g. raffle

### **Solvents**

1. Pupils are prohibited from using solvent based products e.g. tippex, aerosol, deodorants etc. Senior pupils may use a tippex pen available from the teacher on request only. Teachers must store tippex for their own use responsibly.
2. Staff using solvent based products will take all necessary precautions to ensure wellbeing of pupils
3. Solvent based products will be stored safely.

### **Management of alcohol, tobacco and drug-related incidents**

The Board of Management of Kiltristan N.S., believe that young people are most at risk in relation to substance use in Kiltristan N.S., in recreational areas, on the way to and from school and at out of school related activities supervised by staff of Kiltristan N.S

1. **Alcohol**  
Drunk child – seek medical advice  
(a) parents informed immediately and alcohol confiscated. Issue of source of alcohol will be discussed with parents. If outside source Gardaí may need to be informed.

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- (b) Alcohol in school –
- parents informed immediately.( There is the issue of the source of this alcohol.)
  - class parents are informed in case of future incidents.
  - All reasonable steps will be taken to safeguard a child whose parent/guardian arrives to collect their child while under the influence of a substance/intoxicated and who is incapable of caring for the child. Gardaí may be informed.
- (c) Parent is drunk collecting child with intent to drive children home  
Notify next person nominated on enrolment form to come collect the child.
- (d) Any person appearing on the premises drunk will be asked to leave immediately with permission of Board of Management. Gardaí may be informed.
- (e) Alcohol will only be used as prizes in raffles involving the public. It will not be used as a prize in a school raffle where only the children purchase tickets.

### **2. Illegal Drugs:**

- Students are forbidden from being in possession of or using illicit drugs in the school premises.
- If a teacher is of the opinion that a student is under the influence of illicit drugs, she/he will immediately inform the Principal and consult on what action should be taken.
- Illicit drugs found on school premises should be locked away and the Gardaí contacted to dispose of them. Teachers are advised not to transport illicit substances at any time.
- If used in home and child brings syringe, illicit drugs etc., to school and item falls on the floor staff /pupils are advised to adhere to the following
  - Don't touch it unless child is attempting to grab it back.
  - Clear room
  - Inform Gardaí

### **3. Tobacco**

- The school is a non smoking area.
- Staff may only smoke outside of the school grounds.
- Visitors will comply with the non-smoking policy.
- Tobacco will not be permitted as a prize for school raffles.

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- Children found smoking in school will be reported to the Principal and the parents informed.
- If cigarettes are found it is reported to the Principal and returned to parents.

#### 4. **Solvents**

No pupils allowed to have tippex pen or solution.

Senior pupils may access tippex pen provided by class teacher with permission only.

Only water based glues.

No spray aerosols/body sprays.

Storage of cleaning detergents.

Use and storage of medicines – exceptional cases must apply to B.O.M.

Parents warn child on dangers of sharing medication.

- All above such incidents will be recorded and kept on file by Principal.
- Due care will be taken on deciding on the balance between a disciplinary or pastoral response.

#### **Responding to Media**

All discussions with media dealt with by Principal (School issue)

All disclosures to school will be dealt with on individual basis.

#### **Provision for Training and Staff Development**

Staff members are aware of the contribution they can make to the prevention of substance misuse within their own class by developing a supportive class environment and adhering to our two year implementation plan.

Staff members have been made sufficiently aware of and sensitive to the signs and symptoms of substances misuse by attending Walk Tall training and to avail of further training from the Public Health Nurse and the Local Garda where possible.

Staff Members will be made sufficiently aware of laws relating to alcohol, tobacco and drug use and how they relate to themselves, to the school and the students by consulting the local Garda.

New staff, in particular, will be briefed on the Substance Use Policy of the school on commencement of employment.

**Role of the Board of Management:**

- Ratify this policy.
- Implement this policy.
- Monitor and evaluate it.
- To provide training for staff where necessary.
- Make decisions involving critical incidents.
- To deal with the media in a critical incident.
- To ensure Health & Safety procedures are adhered to at all times.
- To ensure appropriate training in First Aid as required by Health & Safety Act is availed of by a staff member.
- To invite a member of the Community Gardaí programme into the school to give a talk to pupils.

**Implementation of the Policy**

The policy will be available on enrolment in the enrolment pack. Enrolment will be on acceptance of this and other school policy documents by parents.

The policy will be regularly evaluated and updated where necessary.

**The school wishes to make clear that the primary role of substance misuse prevention rests with the parents.**

Any staff found in breach of these procedures will receive

1. Verbal warning./Reminder of policy
2. If further incident occurs written warning
3. Any further incident disciplinary action may be followed – Board of Management may be informed

**Evaluation**

**Success Criteria**

The following indicators will be used to gauge the effectiveness of the substance use policy in Kiltrustan National School.

Well informed pupils and parents.

Clear adherence to school procedures.

**Monitoring :**

Monitoring of the policy will be ongoing and reviewed in the light of any incidents that may occur **or** a change in legislation.

**Timeframe**

This policy has been ratified by the Board of Management and will be reviewed every three years

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The policy was reviewed on the 11<sup>th</sup> of February 2020.

\_\_\_\_\_ **Date:** \_\_\_\_\_

**Chairperson Board of Management**