

St Martin's CE (Aided) Primary School
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PSHCE Policy
including Management of Drugs

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Signed:

Position:

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St Martin's CE (Aided) Primary School

Our School Vision

An inclusive, caring, Christian community, which inspires happy, confident and independent children who embrace lifelong learning, with the ambition and determination to achieve their potential. Learners develop the skills, knowledge and self-belief necessary to thrive, today and tomorrow, as global citizens, who strive to make God's world a better place.

PSHCE policy including Sex and Relationships Education and Management of Drugs

Description of the setting

St Martin's CE (Aided) Primary School is a small school consisting of 5 classes located in the beautiful village of East End, only 5 miles from Newbury. We are incredibly proud of our strong Christian ethos and special family atmosphere which permeates all that we do in our school. The school offers a learning environment where staff, parents, governors and other stakeholders work together for the benefit of all our children.

We recognise that every child is unique, and we value each one of them as an individual, providing them with a secure and friendly learning environment in which they are encouraged to develop their own skills and talents. The School Values of *respect, friendship, courage and creativity* are fundamental to everything we do.

We very much value the partnership between home and school. We believe that by working together we can ensure our children develop into happy and confident individuals, able to meet the challenges and opportunities of the future. Parents and friends are encouraged to join in the many and varied aspects of school life, to work alongside the children and to celebrate their successes and achievements.

How the policy was formulated

This policy was developed through consultation with all stakeholders including children, parents, staff and governors. It is based on guidance and best practice developed by the Hampshire County Council Children's Services PSHCE team.

National Guidance

This policy was drawn up using a range of national documents including:

- Drugs: guidance for schools (DfES, 2004)
- Drug Guidance for School 2010
- National Healthy School Guidance 2005 – SRE, Drugs, PSHE, Food in School, Physical Activity
- OFSTED subsidiary guidance on Bullying
- The PSHE Association Suggested Programme of Study

Definitions and terminology

Personal, Social, Health and Citizenship Education (PSHCE) is the planned curriculum through which children and young people acquire the knowledge they need to manage their lives now and in the future. It aims to develop the qualities children need to thrive as members of society. The PSHCE programme at the St Martin's CE (Aided) Primary School includes:

- Sex and Relationships Education (SRE), which teaches children how to develop and maintain a variety of healthy relationships and manage their emotions. It develops children's ability to be able to recognise risky or negative relationships and know how to respond appropriately and ask for help. It aims to ensure children show respect for equality and diversity in relationships. Please see our SRE policy.
- Drug Education (DE) which teaches children how to make informed choices about health and well-being matters (including drugs, alcohol and tobacco). It includes how to assess and manage risks to health and keep others safe and how to identify and access help, advice and support.

Aims and objectives of the policy

This policy aims to ensure that:

- pupils are provided with the knowledge, understanding, skills and attitudes to make informed decisions about their lives;
- staff receive appropriate continued professional development (CPD) opportunities and support to deliver, assess, monitor and evaluate a planned programme of PSHE (Personal, Social and Health Education) in line with relevant Department for Education (DfE) and Qualifications and Curriculum Development Agency (QCDA) guidance.

Where and to whom the policy applies

This policy applies to all staff, pupils, parents/carers, voluntary helpers, governors and partner agencies working with our schools. It applies to all on-site and off-site activities.

Content of PSHCE programme including SRE and drugs education

The school follows the PSHE Association suggested programme of study – cross reference long term curriculum map and PSHCE medium term and short term plans.

Organisation of the PSCHE programme

The Curriculum Manager is responsible for the long term curriculum map and ensuring full coverage and relevant links are made across the school.

The PSHCE Manager is responsible for the medium term plans and ensuring suitable progression and development of skills and complete coverage of all learning objectives. They are also responsible for monitoring and evaluating the provision of teaching and learning in PSHCE across the school, including resource management.

The class teacher is responsible for delivery of the PSHCE curriculum within their classroom. They are also responsible for addressing any concerns that arise throughout the year which are specific to their class or individuals within their class.

Support agencies with relevant expertise, are used to support the PSHCE curriculum where appropriate.

Staff support and training

The Headteacher will share this policy with all new staff as part of their induction.

The Chair of Governors will share this policy with all new Governors as part of their induction.

The Curriculum Manager and PSHCE Manager will remain informed of current best practice by attending relevant training and reading relevant publications.

The PSHCE Manager is responsible for ensuring all staff, including LSAs, are kept informed of current best practice.

Assessment, monitoring, evaluation and reviewing

The teaching and learning of PSHCE will be monitored by the PSHCE Manager and Senior Leadership Team in line with the annual Monitoring and Evaluation Plan.

Governors will be kept informed of the outcomes of the monitoring and evaluation through the Headteacher's summary documents. The Governors may ask the Curriculum Manager or PSCHE Managers to report to their Curriculum Committee regarding matters pertaining to the development of PSHCE across the school, including initiatives at local and national level.

The needs of pupils

At St Martin's CE (Aided) Primary School the following systems are in place to support children's personal development learning:

- DSLs – the Headteacher and Deputy Headteacher are both trained DSLs;
- Welfare forms – all staff complete welfare forms to raise concerns about individual children. These are passed to the class teacher, Deputy Headteacher and Headteacher as appropriate;
- ELSA – there is a trained ELSA;
- PCSOs – the local PCSOs support the curriculum where appropriate;
- School Health – we refer children when necessary.

Referral and external support

At St Martin's CE (Aided) Primary School we are proactive in finding the most appropriate support for our children and their families when necessary. In particular, we are able to ask for advice from, and draw on the expertise of, the following:

- PCSO
- School Health including Paediatrician
- EMTAS
- Children's Services
- Early Help Hub
- Primary Behaviour Support
- CAMHs
- Educational Psychology
- Emotional Health Academy

Involvement of parents/carers

Parents and carers were informed that the original draft policy was available to view through the school website and invited to give their views. One parent forwarded views which have been included in the final policy.

The final policy will be made available to all parents and carers through the school website and in the policy folder in the school entrance.

Parents and carers are kept informed of curriculum content through regular class curriculum leaflets and letters.

Management of drugs at school

The possession, use or supply of illegal and other unauthorised drugs within the school site is forbidden. St Martin's CE (Aided) Primary School follows the advice issued in Drugs: Guidance for Schools (DfES, now DfE, 2004).

How will the school deal with drug paraphernalia and suspected illegal and unauthorised drugs?

Needles, syringes or suspected illegal drugs found on school premises will be placed in a sturdy, secure container (for example, a tin with lid), using protective gloves. Soft drink cans or plastic bottles should not be used.

Used needles, syringes and illegal drugs will not be disposed of in domestic waste. The police will be contacted and advice sought on the appropriate way of disposing of these items. If incidents of finding needles are high then the school may choose to obtain a properly constructed sharps container, which will be kept out of reach of pupils and members of the public who may not appreciate the associated risks.

The school will liaise with the Local Authority or Local Authority Environmental Health Department on the best way to dispose of the contents of a sharps container.

What will be the school's policy on searches, including personal searches and searches of school and pupils' property?

If the Headteacher suspects that anyone on the school site is in possession of drugs she will take advice from Children's Services and/or the police and/or discuss her concerns with the individuals concerned depending on her assessment of the situation and the level of risk posed to staff and pupils.

Personal searches and searches of property are carried out at the discretion of the Headteacher. The school will always seek consent from an adult or from parents/carers if the subject is under 18 years old and ensure that a second adult witness is present if a search is to take place. If this is refused the Headteacher will consider whether to call the police. Searches will be conducted in such a way as to minimise potential embarrassment or distress.

Procedures for managing parents/carers under the influence of drugs on the school site

When dealing with parents/carers under the influence of drugs on school premises, staff will attempt to maintain a calm atmosphere. Should an adult have concerns about discharging a pupil into the care of a parent/carer who they suspect to be under the influence of drugs (including alcohol), the Headteacher or the next most senior member of staff on site will be asked to assist. If there are safeguarding concerns these will be made known to the parent and alternative arrangements for the care of the child suggested, for example contacting another named contact. The focus for staff will always be the maintenance of the child's welfare, as opposed to the moderation of the parent's/carer's behaviour.

Children's Services and/or the police will be informed if the most senior DSL on site deems this to be appropriate.

Where the behaviour of a parent/carer under the influence of drugs repeatedly places a child at risk or the parent/carer becomes abusive or violent, staff will invoke child protection procedures and/or the involvement of the police.

The agreed criteria for when police should be informed, consulted or involved

The Headteacher will decide on a case by case basis as to whether to inform, consult or involve the police.

Confidentiality

All members of staff will ensure that they are familiar with procedures set out in the statutory guidance 'Working Together to Safeguard Children' and DfE 'Keeping Children Safe in Education'. All members of staff and governors are aware of the school's confidentiality policy and this is included as part of induction procedures for all staff, governors, voluntary helpers and students.

Linked policies

This policy needs to be read in conjunction with the:

Behaviour Policy

Child Protection Policy

Curriculum Policy

Safeguarding Policy

Sex and Relationships Education Policy

Confidentiality Policy

Dissemination of the policy

This policy will be:

*shared with all staff via e-mail;

*part of the induction process for all new staff, governors, voluntary helpers and students;

*available to all stakeholders on our school website and in the school policy folder.