



# Chilwell Primary School

*"Learning for Life"*

Gavan Welsh – Principal

No.2061

313a Pakington Street, Newtown, 3220 Telephone: (03) 5221 2738 Fax: (03) 5221 8191  
email: chilwell.ps@edumail.vic.gov.au ABN 43 418 945 496

## POLICY: DRUG

---

### 1. Rationale:

This policy has been developed as part of our Individual School Drug Education Strategy (ISDES). It is based on principles of harm minimisation, which aims to prevent or minimise the adverse effects of drug use for the individual and the community. This policy is developed in accordance with the Schools of the Future Reference Guide, The Strategic Plan, the Framework for Student Support Services, the Health Promoting Schools Framework and the Guidelines for Developing a Student Code of Conduct. This policy has been adapted from [Get Wise: Turning the Tide](#), Education Resources for Schools from the Department of Education and Early Childhood Development.

### 2. Philosophy:

We believe all students have the right to be safe and supported in their school community. Issues such as alcohol and other drug use and misuse will impact upon this school as they do in the broader community. This school accepts the need for a comprehensive and co-ordinated approach to drug education across the whole school community and acknowledges that schools are only one part of a community response to drug use.

This school aims to develop and maintain a health-promoting environment. The possession, use, selling and distribution of substances such as tobacco, e-cigarettes, alcohol, inhalants, inappropriately used prescription drugs and illicit drugs at school constitute a health and safety risk and breach school rules.

Extensive efforts will be made to continue appropriate educational pathways for students involved in drug related incidents.

### 3. Guidelines for implementing policy

#### Primary Prevention Strategies

This school aims to enhance the emotional, physical and social health of all students. Wherever possible the school will inform and support families and provide links to community service providers for counselling and treatment where necessary. We will provide a range of initiatives and activities to promote and develop protective factors and reduce risk factors thus promoting effective health practices.

This will include:

- Continuation of the primary to secondary school transition program;
- The whole school approach to health education;
- Provision of accurate and meaningful curriculum about all drugs;
- Initiatives to reduce bullying and develop coping skills/ resilience; and
- Providing of appropriate Professional Development for staff.

#### Early Intervention Strategies

This school believes all staff are responsible for identifying, monitoring and reporting to the Principal the behaviour of a student who is believed to be at risk from their own or others' drug use. Schools will support staff with professional development specifically in the areas of mandatory reporting, resilience and at risk behaviours. The school will encourage, where possible, the involvement of parents in welfare issues concerning their children.

## **Intervention Strategies**

This school, through the Principal will develop a case management plan for students who engage in problematic or unlawful drug related behaviour. Such a plan will have as its first concern the safety of staff and students and take account of the health issues for that student, the drug(s) involved, the circumstances and nature of the incident, the student(s) involved and the likely effects of any consequences. Referral practices will be clarified and communicated where necessary to staff by the Principal. Different personnel, where appropriate, may assist in carrying out the welfare and discipline responsibilities.

## **Prevention Strategies**

It is the aim of this school to consider and respect the rights of all individuals involved in any traumatic or critical incident. All actions and support will be consistent with guidelines, policies and procedures.

The Principal, in consultation with all staff, will review and maintain the school's response plan. This plan will be presented annually to the school community, via the school newsletter and parent information evenings.

The Principal, ISDES Core Team and the Professional Development Co-ordinator will be responsible for all staff to be trained in the management of a drug related incident.

## **Management and administration of the policy**

All staff will be responsible for the implementation of the policy. The ISDES Core Team, in consultation with the staff, will be responsible for the policy review.

A proposed outline of activities will be considered annually during preparation of the school's Health Program budget.

## **Links to related policies**

This policy should be read in conjunction with related policies including:

- The Student Engagement Policy;
- Student Code of Conduct statement;
- Medications Policy;
- Student Attendance Guidelines; and
- Safe Handling Guidelines.

## **Ratified:**

This policy has been ratified by School Council – December 2020.

Review: 2022

# SCHOOL PROCEDURES FOR ILLICIT DRUGS

---

## Example 1

### Substance found with/consumed by student/s e.g. alcohol, cigarettes , e-cigarettes

#### Immediate Response

Establish health and safety needs of student/s and staff. First aid if required: seek assistance refer to relevant procedures. Ambulance, if necessary. Secure substance . Collect facts - establish "who!", "what". "where", "how". Ongoing monitoring of student/s as necessary.

#### Short Term Response

- Report incident to Principal as soon as practicable.
- Secure substance, label and store. - N.B: An accurate description of the confiscated substance and the amount secured must be documented by the Principal and countersigned by a witness.
- Investigate and document facts.
- Notify Police.
- Notify Region/ General Manager.
- Notify parents unless in the opinion of the Principal the student/s would be placed at further risk.

#### Longer Term Response

- Case Management Team established if appropriate. Team may include - teachers, parents, student, District School Psychologist, Drug and Alcohol Withdrawal Service, Principal.
- Develop and implement a management plan with Welfare discipline consequences (refer GET WISE Tool 6 Action Chart for Illicit Drugs).

## Example 2

### Parent Use Of Drugs Is Affecting Child's Attendance

Notify Principal. Re-visit school attendance guidelines and policy. Contact/ interview family. Assess risks to students. Refer on as appropriate to Human Services and Police. Plan and implement ongoing monitoring of child's wellbeing.

## Example 3:

### Syringe/Bong etc. Found in Playground

Staff member to use safe disposal procedures as set out in "Safe Handling Guidelines". Notify Principal. Liaise with local Police. Revisit and rehearse safety responses with students, staff and parents.

- Revisit school security.
- Alert parents within the community.
- Reinforce protective behaviours/Drug Education messages for students.
- Possible increase in surveillance in school yard.