

Drug Education Policy - Toora Primary School

Purpose

Toora Primary School is committed to providing an inclusive, safe and caring learning environment in which supportive relationships are paramount. We need to teach students skills and arm them with knowledge so that they are able to make informed decisions about drug use and are able to minimise drug-related harm. In dealing with harmful drugs, the school will act to minimise any harm to an individual student or for a group of students. The school will act in the best interests of the school community based on procedures set out in this Drug Education policy.

Aims

- Promote health and wellbeing of all students and staff
- Provide drug education as part of the whole school approach to its on-going health education program
- Foster collaborative relationship with staff, families, the broader community, external agencies and services
- Provide clear guidelines for the recording and administering of first aide and medications
- Provide a planned and consistent approach to drug related incidents
- Provide staff with professional development to enhance their confidence to teach harm-minimisation drug education.

Guidelines

- Each class will engage in 10 hours of specific Drug Education per year
- Staff will deal with incidents, news items, discussion topics as they arise
- The Health and Physical Education budget will have a component of funding to be used to support the implementation of the Drug Education policy
- First Aid and CPR Professional Development will be offered to staff annually
- The school will nominate qualified staff members as First Aiders
- Guidelines for dealing with drug-related incidents will be developed and given to all staff
- Guidelines for administering medications are attached and will be given to all staff
- Effective pedagogy is at the core of effective school Drug Education. Students will engage in meaningful learning activities that develop their capacities and skills to make informed decisions that minimise drug-related harm for themselves and others
- Professional development focusing on inclusive and interactive teaching strategies that will assist students to develop their problem solving, decision-making, assertiveness and help-seeking skills, and on drug-related student welfare, will be provided as required, for example, Asthma management.

Evaluation

Indicators of successful implementation will include

- Documented consultation with staff, parents and the community
- Development and delivery of units of work
- Use of community resources, for example, Quit Campaign, personnel from community health centre
- Published guidelines for dealing with drug-related incidents
- Published guidelines for administering and recording First Aid and medications
- Staff professional development

Toora Primary School policy – Drug-related Incident Policy

Purpose

Toora Primary School believes all students have the right to feel safe and supported in their school community. Issues such as alcohol and other drug use and misuse will impact on the school and community.

Toora Primary school accepts the need for a comprehensive and coordinated approach to drug education across the whole school community. We school acknowledge that it is only one part of a community response to drug issues.

Aim

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

Strenuous efforts will be made to maintain appropriate educational pathways for students involved in drug-related issues.

Guidelines for Implementation

This school aims to enhance the emotional, physical and social health of all students. Wherever possible the school will inform and support families and link to student support services officers and or community service providers for counselling and treatment.

Evaluation

The Toora Primary School Drug Education, Drug-related Incident and Schools Medications Policies will be reviewed annually by staff as they plan for the new school year.

School Council will review the policies every three year.

School Medications Policy

- It is necessary that teachers, as part of their duty of care, assist students where it is appropriate to take their medication. It is recommended that every student who has a medical condition or illness should have an individual written management plan which is attached to the student's records. Desirably each management plan should be provided by the student's parents and should contain details:
 - The usual medical treatment needed by the student at school and on activities
 - The medical treatment and action needed if the student's condition deteriorates
 - The name, address and telephone numbers for an emergency contact and the student's doctor.
- Oral Medication – if medication for more than one day is supplied it should be locked in a cupboard, in the First Aid room.
- Analgesic Use – Analgesics should only be given with the permission of parents / guardians and be issued by a designated staff member who should maintain a record to monitor student intake.
- Student medication records and management plans will be kept in the general office.
- A nominated staff member will administer student medications at school and on school activities such as camps and excursions. Procedures will be put in place to cover absences of staff members responsible for administering medications to students.
- Parents will be required to complete a consent form prior to staff administering medications to students.
- School newsletters and annual information booklet will include parent information regarding the bringing to school of medications.
- All staff will be made aware of students with special medical conditions.
- Parents will be required to update individual student health management plans, for example, asthma plans, and student information cards with current contact details.

Administration of First Aid

- First Aid supplies will be kept up-to-date and will be located in the First Aid room.
- Special First Aid kits are also well stocked with basics and are available for excursions
- Staff will be made available of their obligations when treating students and recording First Aid treatments
- Staff will be familiar with DEECD Student Health and Wellbeing guidelines.

Attachments

Administration of Medicines

- Medications to be kept in a secure place (locked cupboard in first aid room).
- Medications must be labelled with name, dosage and frequency of administration. Medication to be supplied for a weekly period..
- Administration of medicines in First Aid room / Staff room at appropriate times, record in drug register – date, time, signature.
- Medications include non-prescription medicines, for example, panadol.
- Bronchial inhalers are to be kept with students at all times.

Removal of syringes

- Should a student find a needle or syringe on school grounds or on excursions / camps, he/she should not touch it or allow any other person to touch it. He/she should alert a staff member who will arrange for it to be disposed of in accordance with safe handling procedures.
- A staff member who is alerted to the presences of a needle in the school grounds should follow the stated procedures for disposal.